Undergraduate Degree Regulations 2015/16

A

Accountancy - School of Social Sciences
Anatomical Sciences - (CAHID) - School of Science and Engineering
Applied Computing - School of Science and Engineering
Architecture - School of Social Sciences
Art & Design - School of Art and Design

Contemporary Art Practice
- BA in Art, Philosophy, Contemporary Practices
- BA in Fine Art
- BA in Time Based Art

Communication Design
- BDes in Animation
- BDes in Graphic Design
- BDes in Illustration

Design & Craft
- BDes in Interior & Environmental Design
- BDes in Jewellery & Metal Design
- BDes in Textile Design

Social Digital
- BSc in Digital Interaction Design
- BSc in Product Design

B

Biological Sciences - School of Life Sciences
- Biochemistry (BSc)
- Biological Chemistry and Drug Discovery (BSc)
- Biological Sciences (BSc)
- Microbiology (BSc)
- Molecular Biology (BSc)

Biomedical Sciences - School of Life Sciences
- Biomedical Sciences (BSc)
- Neurosciences (BSc)
- Pharmacology (BSc)
- Physiological Science (BSc)

Business Management - School of Social Sciences
- Business Management (BSc)
- Business Management (Accounting and Finance) (BSc)

C

Community, Learning and Development – School of Education and Social Work
- Childhood Practice (BA)
- Childhood Studies (BA)
- Community Learning & Development (BA Hons)
- Professional Development (BA)
- Social Work (BA)

**Computing Science (BSc) – School of Engineering and Science**

**D**

**Dentistry – School of Dentistry**
- Bachelor of Dental Surgery (BDS)
- Bachelor of Medical Sciences (BMSc)
- Bachelor of Science (BSc) in Medical Science
- Oral Health Sciences (BSc)

**Digital Interaction Design (BSc) – School of Art and Design**

**E**

**Economics – School of Social Sciences**
- Business Economics with Marketing Economics (MA)
- Economics (MA)
- Financial (MA)
- Financial Economics (MA)
- Spatial Economics and Development (MA)
- Business Economics with Marketing and (MA)
  - European Studies
  - Geography
  - History
  - Mathematics
  - Politics
  - Psychology
- Economics and (MA)
  - European Studies
  - Geography
  - History
  - International Relations
  - Politics
- Business Economics with Marketing Economics (BSc)
- Economics (BSc)
- Financial Economics (BSc)
- Economics and (BSc)
  - Applied Computing
  - Mathematics
- Financial Economics and (BSc)
  - Applied Computing
  - Mathematics

**Education (MA) – School of Education and Social Work**

**Engineering – School of Science and Engineering**
- **Civil Engineering (BEng)**
- **Civil Engineering (MEng)**
- **Electronic Engineering (BEng)**
- **Electronic Engineering and Physics (BEng)**
• **Mechanical Engineering** (BEng)
• **Mechanical Engineering with Renewables** (BEng)

**English/Creative Writing/Film Studies** – School of Humanities

• English (MA)
• English (MA) with
  ➢ French
  ➢ German
  ➢ Spanish

English (MA) and
Creative Writing
European Languages
European Studies
History
Mathematics
Philosophy
Politics
Psychology
• Film Studies (MA) and
  ➢ English
  ➢ Philosophy

**Environmental Science** – School of Social Sciences

• **Environmental Science** (BSc)
• **Environmental Science and Geography** (BSc)
• **Geography and Environmental Science** (MA)

**Environment Sustainability** – School of Social Sciences

• **Environmental Sustainability** (MA)
• **Environmental Sustainability and Geography** (MA)
• **International Business and Environmental Sustainability** (MA)

**European Studies** – School of Social Sciences

• **European Studies** (MA)
• **European Studies** (MA) with
  ➢ French
  ➢ German
  ➢ Spanish

**F**

**Finance** – School of Social Sciences

• Bachelor of Finance (BFin)
• Bachelor of International Finance (BIFin)

**Forensic Anthropology** (BSc) – School of Science and Engineering

**G**

**Geography** – School of Social Sciences

• Geography (MA)
• Geopolitics (MA)
• Geography (MA) and
- Business Economics with Marketing
- Economics
- Environmental Science
- Environmental Sustainability
- European Studies
- History
- Planning
- Politics
- Psychology
- Geography (MA) with
  - French
  - German
  - Spanish
- Geography (BSc)
- Geography and Environmental Science (BSc)

**History** – School of Humanities

- History (MA)
- Scottish Historical Studies (MA)
- History (MA) with
  - Business Economics with Marketing
  - Economics
  - English
  - European Studies
  - Geography
  - European Languages
  - European Studies
  - International Relations
  - Philosophy
  - Politics
  - Psychology
- History (MA) with
  - French
  - German
  - Spanish
- Scottish Historical Studies (MA) with
  - French
  - German
  - Spanish

**Interior and Environmental Design** (BDes) – School of Art and Design

**International Business** – School of Social Sciences

- International Business (MA)
- International Business with Marketing (MA)
- International Business (MA) and
  - Finance
  - Environmental Sustainability
  - International Relations
- International Business BSc
- French
- German
- Spanish
- International Business with Financial Management BSc
- International Business (BSc) with
  - Marketing
  - Financial Management
  - E-Commerce
  - French
  - German
  - Spanish

**Law – School of Social Sciences**

- Scots and English Law Dual Qualifying
  - with Oil and Gas Law
- Scots Law
- Scots Law with Oil and Gas Law
- French
- German
- Spanish
- English Law
- English Law with Oil and Gas Law
- French
- German
- Spanish

**Mathematics - School of Science and Engineering**

- Mathematics (BSc)
- Mathematics (MMath)

**Mathematical Biology – School of Science and Engineering**

- Mathematical Biology (BSc)
- Mathematical Biology (MSci)
- Mathematics and Physics (BSc)
- Mathematics and Physics (MSci)
- Mathematics (BSc) and
  - Accountancy (BSc)
  - Economics (BSc)
  - Financial Economics (BSc)
  - Psychology (BSc)
- Business Economics with Marketing and Mathematics (MA)
- Mathematics and English (MA)

**Medicine – School of Medicine**

- MBChB
- Medical Sciences (BSc)
- BMSc
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<thead>
<tr>
<th>Course</th>
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<td>Nursing (post registration) (BSc)</td>
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<td><strong>Oral Health Sciences (BSc)</strong> – School of Dentistry</td>
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• Politics and: (MA)
  ➢ Business Economics with Marketing
  ➢ Economics
  ➢ English
  ➢ European Languages
  ➢ Geography
  ➢ History
  ➢ Philosophy
• International Relations and:
  ➢ Economics
  ➢ European Languages
  ➢ European Studies
  ➢ History
  ➢ Philosophy

Product Design (BSc) – School of Art and Design

Psychology – School of Social Sciences
• Psychology (MA)
• Psychology and: (MA)
  ➢ Business Economics with Marketing
  ➢ English
  ➢ European Languages
  ➢ Geography
  ➢ History
  ➢ Philosophy
• Psychology (BSc)
• Psychology and Mathematics (BSc)

Social Work (BA) – School of Education and Social Work

Town Regional Planning – School of Social Sciences
• Town Regional Planning (MA)
• Geography and Planning (MA)
ACCOUNTANCY PROGRAMME REGULATIONS

- BACHELOR OF ACCOUNTANCY - BAcc
- BACHELOR OF ACCOUNTANCY WITH HONOURS - BAcc (Hons)
- BACHELOR OF FINANCE - BFin
- BACHELOR OF FINANCE WITH HONOURS - BFin (Hons)
- BACHELOR OF INTERNATIONAL FINANCE - BIFin
- BACHELOR OF INTERNATIONAL FINANCE WITH HONOURS - BIFin (Hons)
- BSc IN BUSINESS MANAGEMENT – BSc Bus Mgt
- BSc IN BUSINESS MANAGEMENT (Hons) – BSc Bus Mgt (Hons)
- BSc IN BUSINESS MANAGEMENT (Accounting and Finance) – BSc Bus Mgt (Acc&Fin)
- BSc IN BUSINESS MANAGEMENT (Accounting and Finance) (Hons) – BSc Bus Mgt (Acc&Fin)(Hons)

PREAMBLE

These Regulations specify minimum requirements in terms of admission, matriculation, credit definitions, programme of study and assessment for the Undergraduate programmes offered by the School of Social Sciences (listed in paragraph 1).

Additional requirements over and above the minimum set out here may be imposed for individual programmes by the relevant School Board during the process of programme approval. Such requirements will be communicated to candidates in the appropriate programme handbooks which can be found on the following website http://www.dundee.ac.uk/accountancy/currentstuds/

GENERAL

1. The following degrees:
   - Bachelor of Accountancy (BAcc)/Bachelor of Accountancy (Honours) (BAcc (Hons))
   - Bachelor of Finance (BFin)/Bachelor of Finance (Honours) (BFin (Hons))
   - Bachelor of International Finance (BIFin)/Bachelor of International Finance (Honours) (BIFin (Hons))
   - Bachelor of Science in Business Management (BSc Bus Mgt)/Bachelor of Science in Business Management (Honours) (BSc Bus Mgt (Hons))
   - Bachelor of Science in Business Management (Accounting and Finance) (BSc Bus Mgt (Acc&Fin)/Bachelor of Science in Business Management (Accounting and Finance) (Hons) (BSc Bus Mgt (Acc&Fin))(Hons))

ENTRY

2. In order to be admitted to a programme of study for a degree at undergraduate level in the School of Social Sciences, applicants must satisfy the general entrance requirements of the University and any additional conditions deemed necessary by the School Board.

GENERAL PROGRESSION REQUIREMENTS

3(1) Credit rating of degrees and other awards – You may receive an award only upon graduating and leaving the University. The award will be the highest level qualification which you are entitled to receive based on your total accumulated credits as set out in Table 1 of General Progression Requirements.
3(2) At or before the commencement of each academic year, you must obtain the approval of your Adviser of Studies for your proposed programme of study for that year, and you must also obtain his or her approval for any subsequent change(s) to your agreed programme of study. Changes to modules will normally not be permitted more than three weeks into the teaching for that module.

3(3) Unless permitted under Regulation 4, or with the prior consent of the Dean, your approved programme of study in any academic year will normally comprise the requirements set out in Table 1 – see also Schedule 1 for the module requirements for each of the degrees. The School reserves the right to modify the module requirements for each of the degrees subject to the approval of the School Board.

3(4) If you are seeking to take an Honours degree, you must:
   i. have passed or obtained exemption from modules bearing 120 credits or more at each of Levels 1 and 2; and/or
   ii. have satisfied the Dean of your academic fitness to enter those modules prescribed for the Honours degree; and
   iii. have obtained the approval of your Adviser of Studies

3(5) To proceed to the final year (level 4) of an honours degree, students must have passed all 120 credits at level 1, 120 credits at level 2, and 120 credits at level 3.

3(6) At Level 4 you may be permitted to select a dissertation. Where you are permitted to do so:
   i. that dissertation shall be on a subject chosen by you, where the title and length of the dissertation must be approved by the Lecturer(s) who will supervise your work on that module and by the Dean, or the Dean’s nominee; and
   ii. that dissertation must be submitted by the date stipulated by the Lecturer(s) supervising the work on that module and by the Dean, or the Dean’s nominee.

3(7) Minimum progression requirements to avoid termination of studies – It is essential to note that, while the accumulation of the minimum credits for progression (set out in Table 1) will mean that you avoid termination of studies, it may not allow normal progress on to Honours (see para 3(4)).

DURATION OF STUDY

4(1) Advanced Entry - If you have already been awarded a qualification recognised for this purpose by the School Board, you may be admitted directly to the second or third year of the relevant degree programmes and will be deemed to have obtained pro tanto passes in the Level 1 and Level 2 modules from which exemption has thus been obtained.

4(2) Such exemptions may normally be obtained in respect of not more than the number of modules constituting Level 1 of the degree programme by a candidate for the Degree without Honours; and in not more than the number of modules constituting Levels 1 and 2 of the programme by a candidate for the Degree with Honours.

4(3) A candidate admitted with advanced entry as provided in paragraph (1) of this Regulation may, at the discretion of the School Board, have the period of study for the Degree with or without Honours reduced. The minimum period of study will normally be two years but may be reduced to one year for the award of the degree without Honours subject to the discretion of the Dean.

4(4) Exemptions - If you have successfully completed, at another university or equivalent institution, a module or modules equivalent in content and standard to any Level 1 or Level 2 module listed in Schedule 1, you may apply for a pro tanto pass in that module or modules in the degree programmes.
Where, under an inter-university co-operation scheme approved by the School Board, you have spent a complete semester or full academic year in a university other than the University of Dundee, you may substitute the modules taken in that university for the equivalent modules in Schedule 1. If you have spent less than a complete academic year in a university other than the University of Dundee, you may offer the modules taken in that other university, together with an examination and/or work specifically assessed for this purpose in the University of Dundee in respect of each module taken during the same academic year, provided always:

a. that the choice of modules taken in that other university, and the arrangements for examination and/or work assessed in the University of Dundee, shall have been approved by the Dean (or the Dean’s nominee);

b. that a candidate whose performance in modules taken at another university under an inter-university co-operation scheme is deemed by the Dean to be unsatisfactory, or the equivalent of failure in one or more forms of assessment, shall have the right to enter for the appropriate resit examination at the University of Dundee in the year in which the period of study has been spent at another university.

4(6) Maximum periods of studies - If you are admitted to the first year of a degree you are normally required to complete the Non-Honours degree in 4 years and the Honours Degree in 5 years. These periods will be reduced to 3 years and 4 years respectively if you are admitted to the second year of the degree programme in accordance with Regulation 4. If you are admitted to the third year of the degree programme in accordance with Regulation 4 you must complete the Honours Degree in 3 years.

<table>
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<tr>
<th>Table 1 – General Progression Requirements</th>
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<tbody>
<tr>
<td>Year of attendance</td>
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<td>SCQF level</td>
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<td>Programme of study (see Schedule 1)</td>
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<td>Minimum accumulated credits required for progression. See regulation 3(6)</td>
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<td>Title of exit award</td>
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<td>Minimum accumulated credits required for award</td>
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(awarded for candidates withdrawing from study within the School). See Regulation 4(6).

(Duration of study), you must attend the University for not less than one academic year and pass modules which bear 120 or more (but less than 240) credits in total, including at least 120 at Level 1, within a period of two academic years from date of first matriculation.

(Duration of study), you must attend the University for not less than two years and pass modules which bear 240 or more (but less than 360 credits in total, including at least 120 at Level 2, within a period of three academic years from date of first matriculation.

(Duration of study), you must attend the University for not less than three years and pass modules which bear 360 or more (but less than 480) credits in total, including at least 120 at Level 3, within a period of four academic years from date of first matriculation.

University for not less than four years and pass modules which bear 480 or more credits in total, including at least 120 at Level 3 and 90 at Level 4 within a period of five academic years from date of first matriculation. See also para 3(4).

See Programme Structure in Schedule 1

ASSESSMENT

For any module, the nature of the component assessment and the manner in which a candidate’s performance counts towards the overall grade for the module will be explained in the information given out or otherwise made accessible at the beginning of each session. Only those candidates who are awarded an overall pass grade will be judged to have passed the Degree Examination in, and be awarded the credits for, the module.

5(1) You may normally attempt the assessments for any module only within the same academic year that you attended the module.

5(2) At Levels 1, 2 and 3 there are two assessments: the first, which may have several components, is associated with the teaching period for the module while the second is the resit examination diet in the summer vacation. Year 3 - Junior Honours students who fail any modules at the first assessment must pass the module at the resit diet before proceeding to the following year (Year 4 - Senior Honours) and the mark awarded at the resit diet will be capped at D3. Resit examination marks will be based 100% on the resit examination and coursework marks will not be taken into account when deriving the final mark.

5(3) Assessment at Senior Honours level is associated with the teaching period for each module. No resit examination is normally permitted.

5(4) If your attendance at the classes for any module, or performance in the work for any of those classes has been found to be unsatisfactory, the Dean or the Dean’s nominee may notify the Examinations Office that you are not permitted to attempt any specified assessments in the main Diet of examinations for that module.

5(5) Results of Assessment - The relevant Board of Examiners will decide whether you have passed any module and in so doing, the Board will take all relevant circumstances into account, including performances in other modules.

5(6) The relevant Board of Examiners may at its discretion require a student to take a further examination, the nature and timing of which shall be determined by the Board. Any Honours paper
may be supplemented by an oral examination at the discretion of the examiners for that paper with the approval of the Dean.

5(7) Failure at the Resit Diet - If you fail a module or modules at the resit diet you may be:

a. permitted to re-attend the module or modules during the following academic year; or
b. granted permission by the Dean to make two further attempts at the assessment(s) in the following academic year without attending the classes.

5(8) Results of Final Degree Assessment

You may be conferred the following, after you successfully complete your final Degree Assessment:

At Level 3 - Degree with or without Distinction

At Level 4 – Degree with Honours of the First, Upper Second, Lower Second, or Third class.

5(9) If you have entered assessment(s) for the Honours Degree and have failed to be placed in any Honours class, the relevant Board of Examiners may recommend to the Senatus that you be permitted to count the assessment(s) taken, and the time spent in the study for the Honours Degree, for the purpose of graduating with the Degree without Honours. The relevant Board of Examiners will only do this if the examiners are satisfied that the modules taken and the standard attained in the assessment(s) are the same as, or equivalent to, those required for the Degree without Honours.

5(10) Failure to Complete Honours Degree Assessment(s) - If you are prevented by illness or other sufficient cause from beginning or completing part of all of the assessments which count directly towards your Honours Degree Classification, the examiners may, at their discretion, award you a classified or an unclassified Honours degree.

TERMINATION OF STUDIES AND RIGHT OF APPEAL

6(1) If you fail to achieve the minimum credits required for progression as set out in Table 1, you may be required to discontinue your studies, in which event you will have the right to appeal to the School Progress Committee.

If your appeal is successful, you will be permitted to continue your studies subject to such conditions as the Dean or the Dean’s nominee may determine. If your appeal is rejected by the School Progress Committee your letter of appeal, and any supporting documents, will pass to be considered by the Termination of Studies (Appeals) Committee of the University Senate.

BOARD OF EXAMINERS

7(1) There shall be a Board of Examiners for each of the programmes consisting of academic staff giving instruction in the subjects of the programme together with at least one external examiner appointed by the Court on the recommendation of the Senatus as advised by the School Board in consultation with the Dean.
SCHEDULE 1

BACHELOR OF ACCOUNTANCY-BAcc/BACHELOR OF ACCOUNTANCY WITH HONOURS - BAcc (Hons)

Year 1 - Level 1 Modules - (20 ScotCat credits each - all modules are compulsory)

Semester 1
- Introductory Financial Accounting (AB11002)
- International Business Environment (AB11004)
- Business Management and Information Systems (AB11009)

Semester 2
- Introductory Management Accounting (AB12003)
- Statistics and Probability (MA12003)
- Foundations of Economic Analysis (Accountancy & Finance) (EC12004)

Year 2 - Level 2 - Modules (20 ScotCat credits each - all modules are compulsory)

Semester 1
- Financial Decision Analysis (AB21001)
- Intermediate Financial Accounting (AB21002)
- Management Concepts in Context (AB21006)

Semester 2
- Intermediate Management Accounting (AB22003)
- Intermediate Financial Management (AB22004)
- Business Law (AB21005)

Year 3 - Level 3 Honours - Modules (20 ScotCat credits each – all modules are compulsory)

- Advanced Financial Accounting (AB30001)
- Advanced Financial Management (AB30002)
- Advanced Management Accounting (AB30003)
- Auditing (AB30004)
- Taxation (AB30008)
- Financial Reporting Theory (AB30009)

Students who are interested in the BAcc (Honours) Degree with the Languages specialism¹, may substitute a language (French, Spanish or German) for either the Financial Reporting Theory (AB30009) or Taxation (AB30008) modules. This specialism implies that one of the 4th year modules must also be a language.

Year 4 - Level 4 Honours - Modules (20 ScotCat credits each)

Compulsory Modules
- Accountancy specialism – Financial Assurance and International Reporting (AB40016), plus five optional modules
- Finance specialism – Financial Management Theory (AB40004), plus at least two of:
  - International Capital Markets (AB30012)+
  - Financial Statement Analysis (AB40005)
  - Security Analysis and Portfolio Management (AB40010)

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¹ Specialism implies that one of the 4th year modules must also be a language.
Plus three optional modules

Languages specialism – Practical French/Practical German/Practical Spanish (see note 1), plus five optional modules

Optional Modules

- International Capital Markets (AB30012)+
- Business Strategy and Policy (AB30014)+
- Examining Business Information Systems (AB30023)+
- Social Responsibility (AB40003)
- Financial Management Theory (AB40004)
- Financial Statement Analysis (AB40005)
- Security Analysis and Portfolio Management (AB40010)
- Dissertation - 4DN (AB40011)
- Fiscal Studies (AB40014)
- Financial Assurance & International Reporting (AB40016)
- Issues in Management Accounting Research (AB40019)
- The Business of Human Rights (AB40023)
- Understanding and Managing Organisational Space (AB41001)
- Practical French/Practical German/Practical Spanish (see note 4)

+ indicates a Level 3 module

1 Choice of language modules are subject to students having a suitable level of language proficiency in accordance with the Languages module pre-requisite.
BACHELOR OF FINANCE-BFin/BACHELOR OF FINANCE WITH HONOURS-BFin (Hons)

Year 1 – Level 1 - Modules (20 ScotCat credits each - all modules are compulsory)

Semester 1
- Introductory Financial Accounting (AB11002)
- Global Economic Perspectives (EC11002)
- Business Management & Information Systems (AB11009)

Semester 2
- Introductory Management Accounting (AB12003)
- Statistics and Probability (MA12003)
- Foundations of Economic Analysis (Accountancy & Finance) (EC12004)

Year 2 - Level 2 - Modules (20 ScotCat credits each - all modules are compulsory)

Semester 1
- Financial Decision Analysis (AB21001)
- Intermediate Financial Accounting (AB21002)
- Microeconomics (EC21001)

Semester 2
- Intermediate Financial Management (AB22004)
- Intermediate Management Accounting (AB22003)
- Macroeconomics & Economic Statistics (EC22002)

Year 3 - Level 3 - Modules (all modules are compulsory)
- Advanced Financial Management (20 ScotCat credits) (AB30002)
- Taxation (20 ScotCat credits) (AB30008)
- International Capital Markets (20 ScotCat credits) (AB30012)
- Econometrics (30 ScotCat credits) (EC30001)
- Microeconomic Analysis (30 ScotCat credits) (EC30011)

Year 4 – Level 4 Honours - Modules

Compulsory Modules
- Financial Management Theory (20 ScotCat credits) (AB40004)
- Financial Economic Analysis (30 ScotCat credits) (EC40010)

Optional Modules – The total number of credits in Senior Honours must equal 120 credits (at least 90 credits in junior and senior honours combined must be in modules that are at level 4). Choose two modules from Accounting & Finance and one module from Economic Studies

Accounting & Finance – choose two modules from:
- Advanced Financial Accounting (20 ScotCat credits) (AB30001)+
- Financial Reporting Theory (AB30009) +
- Business Strategy & Policy (AB30014) +
- Social Responsibility (20 ScotCat credits) (AB40003)
- Financial Statement Analysis (20 ScotCat credits) (AB40005)
- Security Analysis and Portfolio Management (20 ScotCat credits) (AB40010)
- Dissertation - 4DN (AB40011)
- Fiscal Studies (20 ScotCat credits) (AB40014)

Economic Studies – choose one module from:
- Marketing (30 ScotCat credits) (EC30003)+
- Financial Institutions (30 ScotCat credits) (EC30005+)
- Human Resources (30 ScotCat credits) (EC30008+)
- Macroeconomic Analysis (30 ScotCat credits) (EC30012+)
- Government and Business (30 ScotCat credits) (EC40002)
- Economics of Globalisation (30 ScotCat credits) (EC40004)
- International Finance (30 ScotCat credits) (EC40005)
- Risk & Information (30 ScotCat credits) (EC40006)
- Business Strategy (30 ScotCat credits) (EC40007)

+ indicates a Level 3 module
BACHELOR OF INTERNATIONAL FINANCE-BIFin/BACHELOR OF INTERNATIONAL FINANCE WITH HONOURS-BIFin (Hons)

Year 1 - Level 1 - Modules (20 ScotCat credits each - all modules are compulsory)

Semester 1
- Introductory Financial Accounting (AB11002)
- Global Economic Perspectives (EC11002)
- Business Management & Information Systems (AB11009)

Semester 2
- Introductory Management Accounting (AB12003)
- Statistics and Probability (MA12003)
- Foundations of Economic Analysis (Accountancy & Finance) (EC12004)

Year 2 - Level 2 - Modules (20 ScotCat credits each - all modules are compulsory)

Semester 1
- Financial Decision Analysis (AB21001)
- Intermediate Financial Accounting (AB21002)
- Microeconomics (EC21001)

Semester 2
- Intermediate Financial Management (AB22004)
- Intermediate Management Accounting (AB22003)
- Macroeconomics and Economic Statistics (EC22002)

Year 3 - Level 3 - Modules (120 ScotCat credits total – all modules are compulsory)

- Advanced Financial Management (20 ScotCat credits) (AB30002)
- Taxation (20 ScotCat credits) (AB30008)
- International Capital Markets (20 ScotCat credits) (AB30012)
- Microeconomic Analysis (30 ScotCat credits) (EC30011)
- Macroeconomic Analysis (30 ScotCat credits) (EC30012)

Year 4 - Level 4 Honours - Modules (120 ScotCat credits total)

Compulsory Modules
- Financial Management Theory (20 ScotCat credits) (AB40004)
- International Finance (30 ScotCat credits) (EC40005)

Optional Modules – The total number of credits in Senior Honours must equal 120 credits (at least 90 credits in junior and senior honours combined must be in modules that are at level 4). Choose two modules from Accounting & Finance and one module from Economic Studies

Accounting & Finance – choose two modules from:
- Advanced Financial Accounting (20 ScotCat credits) (AB30001) +
- Financial Reporting Theory (20 ScotCat credits) (AB30009) +
- Business Strategy & Policy (20 ScotCat credits) (AB30014) +
- Social Responsibility (20 ScotCat credits) (AB40003)
- Financial Statement Analysis (20 ScotCat credits) (AB40005)
- Security Analysis and Portfolio Management (20 ScotCat credits) (AB40010)
- Dissertation - 4DN (20 ScotCat credits) (AB40011)
- Fiscal Studies (20 ScotCat credits) (AB40014)
Economic Studies – choose one module from:

- Econometrics (EC30001)+
- Financial Institutions (30 ScotCat credits) (EC30005)+
- Human Resources (30 ScotCat credits) (EC30008)+
- Government and Business (30 ScotCat credits) (EC40002)
- Economics of Globalisation (30 ScotCat credits) (EC40004)
- Risk & Information (30 ScotCat credits) (EC40006)
- Business Strategy (30 ScotCat credits) (EC40007)
- Financial Economic Analysis (EC40010)

+ indicates a Level 3 module
BSc IN BUSINESS MANAGEMENT – BSc Bus Mgt/BSc IN BUSINESS MANAGEMENT (Hons) – BSc Bus Mgt (Hons)

Year 1 - Level 1 - Modules (20 ScotCat credits each - all modules are compulsory)

Semester 1
- Introductory Financial Accounting (AB11002)
- International Business Environment (AB11004)
- Business Management & Information Systems (AB11009)

Semester 2
- Introductory Management Accounting (AB12003)
- Statistics and Probability (MA12003)
- Foundations of Economic Analysis (Accountancy & Finance) (EC12004)

Year 2 - Level 2 - Modules (20 ScotCat credits each - all modules are compulsory)

Semester 1
- Financial Decision Analysis (AB21001)
- Management Concepts in Context (AB21006)
- Enterprise (AG22039)

Semester 2
- Business Law (AB21005)
- Intermediate Financial Management (AB22004)
- Business Management Internship (AG22001)

Year 3 - Level 3 - Modules (120 ScotCat credits total)

Compulsory Modules
- Strategic Management and Leadership (30 ScotCat credits) (AB30013)
- Research Methods in Business Management (30 ScotCat credits) (AB30015)

Choose three from:
- Advanced Financial Management (20 ScotCat credits) (AB30002)
- Managing Human Resources (20 ScotCat credits) (EC30015)
- Introduction to Marketing (20 ScotCat credits) (EC32001)
- Examining Business Information Systems (AB30023)

Languages – French, Spanish or German (The choice of a language in Year 3 implies that one of the fourth year modules must also be a language. See note 1). Students who are interested in the Language option will have to discuss with Programme Director.

Year 4 - Level 4 - Honours Modules (120 ScotCat credits total)

Compulsory Modules
- Managing Human Rights (30 ScotCat credits) (AB40017)
- Change Management (30 ScotCat credits) (AB40018)

Choose three (or TWO if electing to take the 40 credit dissertation) from:
- Understanding and Managing Organisational Space (20 ScotCat credits) (AB41001)*
- Business Management Project (20 ScotCat credits) (AB40022)**
- Business Management Dissertation (40 ScotCat credits) (AB40021)**
- Issues in Management Accounting Research (20 ScotCat credits) (AB40019)
- Social Responsibility (20 ScotCat credits) (AB40003)
- Financial Management Theory (20 ScotCat credits) (AB40004)**
Security Analysis and Portfolio Management (20 ScotCat credits) (AB40010)***
Languages – French, German or Spanish (if taken as a language in Year 3. See note 1)

* Runs entirely in Semester 1
** These two modules are mutually exclusive
*** Only available to students who have taken 3FM (AB30002) in their Junior Honours year.
BSc IN BUSINESS MANAGEMENT (Accounting and Finance) – BSc Bus Mgt (Acc&Fin)/BSc IN BUSINESS MANAGEMENT (Accounting and Finance) (Hons) – BSc Bus Mgt (Acc&Fin)(Hons)

Year 1 - Level 1 - Modules (20 ScotCat credits each- all modules are compulsory)

Semester 1
- Introductory Financial Accounting (AB11002)
- International Business Environment (AB11004)
- Business Management & Information Systems (AB11009)

Semester 2
- Introductory Management Accounting (AB12003)
- Statistics and Probability (MA12003)
- Foundations of Economic Analysis (Accountancy & Finance) (EC12004)

Year 2 - Level 2 - Modules (20 ScotCat credits each- all modules are compulsory)

Semester 1
- Financial Decision Analysis (AB21001)
- Management Concepts in Context (AB21006)
- Enterprise (AG22039)

Semester 2
- Business Law (AB21005)
- Intermediate Management Accounting (AB22003)
- Intermediate Financial Management (AB22004)

Year 3 - Level 3 - Modules (120 ScotCat credits total)

Compulsory Modules:
- Advanced Management Accounting (20 ScotCat credits) (AB30003)
- Strategic Management and Leadership (30 ScotCat credits) (AB30013)
- Research Methods in Business Management (30 ScotCat credits) (AB30015)

Choose two from:
- Advanced Financial Management (20 ScotCat credits) (AB30002)
- Examining Business Information Systems (20 ScotCat credits) AB30023)
- Managing Human Resources (20 ScotCat credits) (EC30015)
- Introduction to Marketing (20 ScotCat credits) (EC32001)

1 Language – French, Spanish or German (The choice of a language in Year 3 implies that one of the fourth year modules must also be a language. See note 1). Students who are interested in the Language option will have to discuss with Programme Director.

Year 4 - Level 4 - Honours Modules (120 ScotCat credits total)

Compulsory Modules
- Managing Human Rights (30 ScotCat credits) (AB40017)
- Change Management (30 ScotCat credits) (AB40018)

Choose three (or TWO if electing to take the 40 credit dissertation) from:
- Issues in Management Accounting Research (20 ScotCat credits) (AB40019)
- Social Responsibility (20 ScotCat credits) (AB40003)
- Financial Management Theory (20 ScotCat credits) (AB40004)***
- Security Analysis and Portfolio Management (20 ScotCat credits) (AB40010)***
- Understanding and Managing Organisational Space (20 ScotCat credits) AB41001)*
- Business Management Dissertation (40 ScotCat credits) (AB40021)**
- Business Management Project (20 ScotCat credits) AB40022)**

1 Language – French, German or Spanish (if taken as a language in Year 3. See note 1). Students who are interested in the Language option will have to discuss with Programme Director.

* Runs entirely in Semester 1
** These two modules are mutually exclusive
*** Only available to students who have taken 3FM (AB30002) in their Junior Honours year.
### ANATOMICAL SCIENCES PROGRAMME REGULATIONS

- **ANATOMICAL SCIENCES**
- **FORENSIC ANTHROPOLOGY**

#### 1. DEFINITIONS

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Entry</td>
<td>Permission to enter directly into Level 2, 3 or 4</td>
</tr>
<tr>
<td>S1 Module</td>
<td>Module taught in semester 1</td>
</tr>
<tr>
<td>S2 Module</td>
<td>Module taught in semester 2</td>
</tr>
<tr>
<td>Y Module</td>
<td>Module taught in semester 1 and 2</td>
</tr>
<tr>
<td>Compensation</td>
<td>The process by which a board of examiners may decide that a strong performance by a student in one part of the curriculum may be used as the basis for the award of credit in respect of a failed performance elsewhere.</td>
</tr>
<tr>
<td>Condonement</td>
<td>The process by which a board of examiners, in consideration of the overall performance of a student, decides that without incurring a penalty, a part of the programme that has been failed need not be redeemed.</td>
</tr>
<tr>
<td>Degree Examination</td>
<td>Comprises those component assessments which count towards the overall mark for a module</td>
</tr>
<tr>
<td>Degree Examination Diet</td>
<td>Period set aside for holding examinations which form the final component of Degree Examinations</td>
</tr>
<tr>
<td>Degree Programme</td>
<td>Comprises those modules taken at several Levels which fulfil the requirements for the award of a degree</td>
</tr>
<tr>
<td>Duly Performed (DP) status</td>
<td>Is achieved through satisfactory participation in all aspects of the module. Withdrawal of DP status means you are barred from taking the final assessment component in a module</td>
</tr>
<tr>
<td>Extended DP (EDP) status</td>
<td>Permission to sit a failed degree examination in the following session without attending classes in a module</td>
</tr>
<tr>
<td>Essential Module</td>
<td>An obligatory module in a degree programme</td>
</tr>
<tr>
<td>Minimum Progression</td>
<td>Defines the minimum credits required at the end of each year of attendance to avoid being subject to termination of studies</td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
</tr>
<tr>
<td>Named Degree</td>
<td>Titled degree awarded on completion of 360 credits (e.g. BSc Anatomical Sciences)</td>
</tr>
<tr>
<td>Un-named Degree</td>
<td>Untitled degree awarded on completion of 360 credits (e.g. BSc)</td>
</tr>
<tr>
<td>Prerequisite</td>
<td>Qualification required for eligibility to take a module, programme of study or degree programme</td>
</tr>
<tr>
<td>Programme of Study</td>
<td>The modules taken in any one year</td>
</tr>
<tr>
<td>Satisfactory Attendance</td>
<td>Participation in a module in such a manner as to ensure that DP status is not withdrawn</td>
</tr>
<tr>
<td>Teaching Period</td>
<td>One half of the teaching year i.e. Semester 1 or 2</td>
</tr>
<tr>
<td>Total Accumulated Credit (TAC)</td>
<td>Aggregate of credits achieved</td>
</tr>
<tr>
<td>Year of Attendance</td>
<td>Counts towards the number of years enrolled on the programme</td>
</tr>
<tr>
<td>Recognition of Prior Learning</td>
<td>The recognition of previous formal or informal learning</td>
</tr>
</tbody>
</table>
2. **INTRODUCTION**

These regulations are built upon a foundation derived from the Scottish Qualification Framework (SCQF). Awards are achieved by gaining credits at different levels during your period of study. The SCQF stipulates the number and level of credits that must be obtained to receive each possible award. Further explanation of the framework can be found at:

[http://www.scqf.org.uk/The%20Framework](http://www.scqf.org.uk/The%20Framework)

Undergraduate degrees or any lesser awards are gained by studying compulsory and optional modules, passing the associated assessments, acquiring the credits assigned to the modules and accumulating the number of credits required for the award.

Undergraduate degree programmes typically take between 2 and 4 years, depending upon entry and exit points. Normal exit points are a Bachelor’s Degree (BSc Ordinary) after 2 to 3 years and a Bachelor’s Degree with Honours (BSc Honours) after 3 to 4 years. In each case, the shorter timescale depends upon advanced entry.

The usual route for a full-time student enrolled on a degree programme is to take modules totalling 120 credits each year at the appropriate level. Table 1 below shows the full spectrum of awards that can be achieved upon graduating from the College of Art, Science and Engineering (CASE), set alongside their SCQF credit requirements.

**Table 1: Graduate awards and their SCQF credit requirement**

<table>
<thead>
<tr>
<th>Award</th>
<th>SCQF credit requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSc with Honours</td>
<td>A total of at least 480 credits including a minimum of 90 credits at level 4 (SCQF 10)</td>
</tr>
<tr>
<td>BSc Ordinary</td>
<td>A total of at least 360 credits with a minimum of 60 credits at level 3 (SCQF 9)</td>
</tr>
<tr>
<td>Dip. HE Sci</td>
<td>A total of at least 240 credits with a minimum of 90 credits at level 2 (SCQF 8)</td>
</tr>
<tr>
<td>Cert. HE Sci</td>
<td>A total of at least 120 credits at level 1 (SCQF 7)</td>
</tr>
</tbody>
</table>

Please note that in the remainder of this document, the SCQF levels of study are referred to solely by their equivalent University level as shown in Table 2 below.

**Table 2: University levels and their corresponding SCQF levels**

<table>
<thead>
<tr>
<th>University Level</th>
<th>Equivalent SCQF Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1</td>
<td>SCQF level 7</td>
</tr>
<tr>
<td>Level 2</td>
<td>SCQF level 8</td>
</tr>
<tr>
<td>Level 3</td>
<td>SCQF level 9</td>
</tr>
<tr>
<td>Level 4</td>
<td>SCQF level 10</td>
</tr>
</tbody>
</table>

3. **DEGREE PROGRAMMES**

Degree programmes offered by CAHID (CASE) are listed in 3.1 below. A Programme Specification document is available for each degree. These documents include the compulsory modules at each level for that degree. Where the credits associated with the compulsory modules of the programme are less than 120, additional modules must be selected from the list of available options to bring the total to 120 credits for each year of study. No more than 30 credits of optional study may be outside the appropriate SCQF level.
3.1 BSc Honours Degree Programmes

The BSc Honours Degree programmes currently offered by CAHID are:

- Anatomical Sciences
- Forensic Anthropology

4. OVERVIEW OF THE DEGREE STRUCTURE

4.1 Levels 1 and 2

Levels 1 and 2 of the Anatomical Sciences and Forensic Anthropology undergraduate degree programmes are currently taken in the College of Life Sciences in association with other life sciences students. Students have a common degree structure in levels 1 and 2 and share the same core curriculum. As a consequence, and provided there are available places, there is no constraint upon your final choice of degree programme until the end of level 2. This means that you can transfer freely between degree routes during levels 1 and 2, as long as there are available places and you have achieved the required grades in your core modules.

4.2 Levels 3 and 4

All level 3 and 4 modules are taken within CAHID, with level 3 being common to both degree programmes. In level 4 the two programmes diverge.

4.2.1 BSc Ordinary Degree

Students leaving at the end of level 3 can graduate with a BSc Ordinary in Anatomical Sciences. Please note that if you graduate with an Ordinary Degree, then you may not return to complete Honours in CASE.

4.2.2 BSc Honours Degrees

Students leaving with a Bachelor’s degree with Honours at the end of level 4 will graduate with honours in their programme of study i.e. Anatomical Sciences or Forensic Anthropology.

5. SCQF CREDIT REQUIREMENTS FOR COLLEGE OF ART, SCIENCE AND ENGINEERING (CASE) CAHID DEGREE PROGRAMMES

Table 3 shows the credit requirements for CAHID students within CASE degree programmes at all levels. Please note that the compulsory modules run by the College of Life Sciences account for only 80 credits in level 1 and 100 credits in level 2: there is a compulsory CAHID run module in semester 1 level 2. Therefore in order to fulfil the SCQF credit requirements for your degree programme at level 1, additional modules, corresponding to a further 40 credits, must be selected from the options available.

Table 3: Level 1, 2, 3 and 4 credit ratings for all CAHID degrees

<table>
<thead>
<tr>
<th>Level of Study</th>
<th>Compulsory credits in S1</th>
<th>Compulsory credits in S2</th>
<th>Additional credits</th>
<th>Total credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1 (SCQF 7)</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>120</td>
</tr>
<tr>
<td>Level 2 (SCQF 8)</td>
<td>60</td>
<td>60</td>
<td>None</td>
<td>120</td>
</tr>
<tr>
<td>Level 3 (SCQF 9)</td>
<td>60</td>
<td>60</td>
<td>None</td>
<td>120</td>
</tr>
<tr>
<td>Level 4 (SCQF 10)</td>
<td>60</td>
<td>60</td>
<td>None</td>
<td>120</td>
</tr>
</tbody>
</table>
6. REGULATIONS FOR UNDERGRADUATE DEGREE PROGRAMMES

6.1 Matriculation

6.1.1 Matriculation for new entrants
As a new entrant, your module choices must be approved by your Advisor of Studies in CAHID. If you wish to change your selection of modules you must do so before the end of the second teaching week of each semester. Any changes to your selection of modules or to your chosen degree programme must be authorised by your Advisor of Studies and approved by the appropriate Degree Convenor.

6.1.2 Matriculation for returning students
Under normal circumstances, returning students can matriculate directly online. However, if you have a credit deficit, or wish to change your degree programme, or have had a termination of studies appeal upheld, you MUST meet with the Degree Convenor for your programme to review and consider your options prior to matriculating.

6.2 Transfer between degree programmes

6.2.1 Transfer to Anatomical Sciences or Forensic Anthropology BSc programmes
Students who wish to graduate with a BSc (Hons) in Anatomical Sciences or Forensic Anthropology are strongly advised to enrol directly on these programmes at the outset. Opportunities for transfer on to these programmes are possible only at levels 1 and 2, and are limited, because the class sizes are capped. Students wishing to transfer to either of these programmes must indicate their intention to their Advisor of Studies during level 1 or level 2. Transfer into the Anatomical Sciences or Forensic Anthropology BSc programmes is competitive and requires a minimum of a continuing B3 average AT FIRST ATTEMPT in all core modules in levels 1 and 2.

6.3 Progression requirements for BSc Honours

6.3.1 For progression to level 3 in Anatomical Sciences or Forensic Anthropology BSc Honours degree programmes
You must have accumulated 240 credits, of which 120 must be at level 2.

6.3.2 For progression to level 4 in Anatomical Sciences or Forensic Anthropology BSc Honours degree programmes
You must have accumulated 360 credits, of which 120 must be achieved at level 3 with a C3 grade average. If you have not achieved the required 120 credits at level 3 on your first attempt, you will be allowed a second attempt in the resit examinations. In order to progress to level 4, a minimum grade of D3 for individual modules is required, with an overall grade average of C3.

Any pass achieved at the resit examination (second attempt or more) will be capped at D3.

6.4 Failure to progress in BSc Honours

6.4.1 Failure to progress to level 4 (BSc Honours)
If you are on a BSc Honours programme and have failed to progress to level 4 according to the criteria listed in section 6.3.2 above, you cannot gain entry to level 4 in any other way, but will be eligible to graduate with a BSc Ordinary Degree (provided you have achieved 360 credits with a minimum of 60 credits at level 3 (see Table 1). If, after a second attempt in the resit diet of examinations, you do not have the credits required to gain a BSc Ordinary degree then (subject to the limitations set out in section 10.2), you are allowed to return to acquire the credits you need to achieve a BSc Ordinary Degree, with any pass achieved in the repeated modules capped at D3. However, you CANNOT gain entry to Honours by gaining higher grades in this repeat year.
7. MODULE SELECTION

To graduate with any degree from the University of Dundee you must normally acquire credits from an appropriate selection of modules offered by CASE or other Colleges, as indicated below; these must be approved by your Advisor of Studies. Students who have been granted advanced entry on the basis of accredited prior achievement at another institute (see section 10.1) or who have acquired credits during the course of an approved exchange, can use those credits (at the appropriate level) to fulfil the requirements listed in sections 7.1, 7.2 and 7.3 below. Please see the University Policy and Admissions and Student Recruitment guidelines on Recognition of Prior Learning for more information.

7.1 For an un-named BSc Ordinary Degree

You must have a minimum of 80 credits from the undergraduate modules offered by the College of Life Sciences at level 1 and 100 credits from the undergraduate modules offered by the College of Life Sciences or by CAHID (CASE) at level 2, plus 60 credits from the level 3 modules offered by CAHID.

7.2 For a named BSc Ordinary Degree

You must have a minimum of 80 credits from the undergraduate modules offered by the College of Life Sciences at level 1 and 80 credits from the undergraduate modules offered by the College of Life Sciences plus 20 credits from the undergraduate modules offered by CAHID (CASE) at level 2, plus 120 credits from the level 3 modules offered by CAHID.

7.3. For a BSc Honours Degree

You must have a minimum of 80 credits from the undergraduate modules offered by the College of Life Sciences at level 1, 120 credits from the undergraduate modules offered by the College of Life Sciences or by the CAHID (CASE) at level 2, plus a total of 240 credits from the modules appropriate to your degree offered by CAHID at levels 3 and 4.

7.4 Undergraduate modules offered by the College of Life Sciences (levels 1 & 2) and CAHID (levels 2, 3 & 4)

Full lists of modules currently offered at each level are available for Levels 1 and 2 from the Life Sciences Study Guide and for Levels 3 and 4 from the CAHID Undergraduate Handbook, including the credit rating and any entry requirements (pre-requisites) for each module.

8. REGULATIONS FOR MODULE ASSESSMENTS

8.1 Form of module assessments

The relative contribution of examinations and in-course assessments to an overall module grade is explained in the module handbook, which is published on MyDundee (the portal of the Blackboard™ virtual learning environment of the University of Dundee). Your overall module grade (see section 8.2 below) is calculated as a weighted average of your grade for the module examination and all of your grades for the assessed elements of coursework. You are judged to have passed the module if you gain an overall pass grade (D3). Only then will you be awarded the credits for the module. Further details of the requirements for passing individual modules are given for each module on MyDundee.

8.2 Grading of modules and module assessments

For individual assessments within modules, as well as the overall module assessment, a 15-point alphanumeric reporting scale is used according to the scheme shown in Table 4 below, which includes general descriptors, the corresponding Honours classification and associated aggregation
Table 4: University of Dundee alphanumeric grade scale

<table>
<thead>
<tr>
<th>Reporting scale</th>
<th>Descriptor</th>
<th>Honours class (where appropriate)</th>
<th>Associated aggregation scale</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Excellent</td>
<td>1\textsuperscript{st}</td>
<td>21</td>
</tr>
<tr>
<td>A2</td>
<td></td>
<td></td>
<td>20</td>
</tr>
<tr>
<td>A3</td>
<td></td>
<td></td>
<td>19</td>
</tr>
<tr>
<td>B1</td>
<td>Very good</td>
<td>2(i)</td>
<td>18</td>
</tr>
<tr>
<td>B2</td>
<td></td>
<td></td>
<td>17</td>
</tr>
<tr>
<td>B3</td>
<td></td>
<td></td>
<td>16</td>
</tr>
<tr>
<td>C1</td>
<td>Good</td>
<td>2(ii)</td>
<td>15</td>
</tr>
<tr>
<td>C2</td>
<td></td>
<td></td>
<td>14</td>
</tr>
<tr>
<td>C3</td>
<td></td>
<td></td>
<td>13</td>
</tr>
<tr>
<td>D1</td>
<td>Satisfactory</td>
<td>3</td>
<td>12</td>
</tr>
<tr>
<td>D2</td>
<td></td>
<td></td>
<td>11</td>
</tr>
<tr>
<td>D3</td>
<td></td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>MF</td>
<td>Marginal fail</td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>CF</td>
<td>Clear fail</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>BF</td>
<td>Bad fail</td>
<td></td>
<td>2</td>
</tr>
</tbody>
</table>

Other relevant descriptors that have an associated aggregation scale = 0 include CA (certified absence); AB (unauthorised absence); MC (medical certificate); WD (withdrawn); DC (discounted); ST (stopped).

8.3 Eligibility to take module degree examination

8.3.1 Withdrawal of ‘Duly Performed’ status

If your attendance and/or participation in a module does not fulfil the requirements laid down in the module handbook, your ‘Duly Performed’ (DP) status for the module may be withdrawn. DP status is a requirement for eligibility to take the degree examination, so withdrawal of your DP means that you are barred from taking the degree examination for the module at both the first and second diet of exams.

8.3.2 Eligibility to take a ‘resit’ examination

If you fail to meet the criteria for obtaining an overall pass grade for a module at levels 1, 2 or 3, then provided that you have fulfilled the requirements for ‘Duly Performed’ status in the failed module (see section 8.3.1), you are eligible to ‘resit’ the degree examination for that module in the second examination diet (see section 8.4 below). Please note that there are NO RESITS allowed at level 4 (Honours) and that recourse to resit examinations in levels 1, 2 or 3 may in some cases affect your progression to BSc Honours (see section 6.3 above).
8.4 Timing of degree examinations

For all modules you may attend the degree examination diets only within the same academic year that you attended the module, unless you have been granted Extended Duly Performed status (EDP) (see section 8.4.5 below).

8.4.1 Level 1, 2 and 3 degree examinations

At levels 2 and 3, semester 1 modules are examined during the first examination diet at the end of semester 1 just before the Christmas vacation. Semester 2, level 1, 2 and 3 modules are examined during the first examination diet at the end of semester 2 just after the Easter vacation.

8.4.2 Level 4 final BSc Honours degree examinations

For both programmes, final BSc Honours examinations take place at the end of the year. THERE ARE NO RESIT EXAMINATIONS IN LEVEL 4.

8.4.4 Resit examinations

There is a resit examination period in the summer for all modules at levels 1, 2 and 3 with the exception of level 1, semester 1, which is assessed by coursework only. In semester 1, level 1, if you have not gained an overall module pass grade by December, you will have an opportunity to be reassessed on individual coursework elements during semester 2.

For all other reassessed modules, you may only attend the resit examinations if you are eligible for a resit examination subject to the conditions laid out in section 8.3.2 above. In this case, your coursework marks will not be carried forward to the resit examinations, and will therefore not be included in the calculation of your overall module grade. You should therefore note that (aside from level 1, semester 1) there is normally no opportunity to ‘resit’ failed elements of coursework. Any pass achieved at the resit examination (second attempt or more) will be capped at D3.

You may also attend the resit examinations if you were absent from the first examination for any reason deemed to be valid by the Mitigating Circumstances Committee (see section 12 below). In this case, the examination will be treated as a first attempt, and your coursework marks will be counted towards the final module grade, unless the coursework was also affected by mitigating circumstances, in which case the Mitigating Circumstances Committee may apply suitable adjustments.

8.4.5 Failure in the resit examinations

If you fail one or more modules in the resit examinations you may, provided that you have otherwise satisfied the progression requirements, (i) be granted permission by the Director of CAHID or the Head of Learning and Teaching (CASE) to make up to two further attempts at the degree examination(s) in the following academic year without attending the class(es), or (ii) be permitted to repeat the module(s) in attendance during the following academic year (subject to timetable constraints). In the former case, you are deemed to have duly performed in the year you attended the module, so an EDP status is awarded.

You are allowed to proceed from level 1 to level 2, or from level 2 to level 3, provided that you satisfy the minimum progression requirements. EDPs are NOT awarded for failed level 3 modules, which means that you have to repeat failed modules in attendance during the following academic year (on a part-time basis if appropriate) if you wish to gain a pass. Successful completion of repeat year level 3 modules DOES NOT allow progression into Level 4 Honours (see 6.3 above).

8.4.6 Fitness to sit an assessment

Any student who attempts an assessment (i.e. attends an examination or submits an assignment) is deemed ‘fit to sit’ that assessment. The decision on whether to attempt the examination or submit the assessed work, and the consequences of that decision, shall remain the sole
responsibility of the student. Therefore, if you decide to sit/submit an assessment, you will be unable to submit an application for mitigating circumstances later, claiming that your performance in the assessment was impaired by ill health or any other mitigating factor on the day.

9. **DEGREE CLASSIFICATION**

9.1 **BSc Honours degree classification**

BSc Honours degree classifications are primarily determined using the mechanism described in section 9.2 below. The components of assessment that contribute towards the classification are from a combination of level 3 and level 4 modules (with 30%-70% weighting respectively).

For students who have successfully completed level 3 and are entering level 4 in 2014/15 only, their final degree classification will be determined using EITHER 9.1 above, OR derived solely from modules undertaken during level 4, using whichever scheme gives the most favourable classification.

9.2 **Classification spectrum for BSc Honours degrees**

For both BSc degrees, each module that contributes to the degree classification is assigned an alphanumeric grade (see Table 4 in section 8.2 above). The weighting of each module at level 3 is proportional to 30% of its contribution at level 3, whereas the weighting of modules at level 4 is proportional to 70% of its contribution at that level.

For students who have successfully completed level 3 and are entering level 4 in 2014/15 only, the weighting of each module is proportional to its contribution to the total assessment in that year of study.

The Board of Examiners for the programme will determine what class of degree should be awarded by applying the classification spectrum shown in Table 5 below, using whichever scheme gives the most favourable classification.

9.2.1 **Components of assessment for BSc Honours degree classification**

Each module that contributes to the degree classification provides a single component of assessment.

**Table 5: BSc Honours classification spectrum**

<table>
<thead>
<tr>
<th>Classification</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First class</strong></td>
<td>• Grades at A3 or above in at least 50% of total assessment and</td>
</tr>
<tr>
<td></td>
<td>• Grades at B3 or above in at least 75% of total and</td>
</tr>
<tr>
<td></td>
<td>• Grades at C3 or above in at least 100% of total assessment</td>
</tr>
<tr>
<td><strong>Upper second class</strong></td>
<td>• Grades at B3 or above in at least 50% of total and</td>
</tr>
<tr>
<td></td>
<td>• Grades at C3 or above in at least 75% of total and</td>
</tr>
<tr>
<td></td>
<td>• Grades at D3 or above in at least 100% of total</td>
</tr>
<tr>
<td><strong>Lower second class</strong></td>
<td>• Grades at C3 or above in at least 50% of total and</td>
</tr>
<tr>
<td></td>
<td>• Grades at D3 or above in at least 100% of total</td>
</tr>
<tr>
<td><strong>Third class</strong></td>
<td>• Grades at D3 or above in at least 75% of total</td>
</tr>
</tbody>
</table>
9.2.2 Additional requirements for the degree classification

In addition to the classification spectrum, the overall average grade (calculated using the aggregation scale) for each class of Honours must be equal to, or higher than, one grade below the class boundary: that is B1 for a first, C1 for an upper second, D1 for a lower second and MF for a third.

9.2.3 Failure to complete degree examinations for good cause

If you are prevented by illness or other valid reason from beginning or completing part or all of the degree examinations which count directly towards your degree classification, the Board of Examiners may, at their discretion, award you either a classified or ordinary degree. If the Board of Examiners do not consider that they have enough evidence to enable them to exercise such discretion, you may be permitted by the Director of CAHID, or Head of Learning and Teaching (CASE), to take the examination(s) you have missed during a later examination period.

10. DURATION OF STUDY

10.1 Advanced entry

Depending upon your previous grades, qualifications and experience, you may be granted advanced entry into level 2, level 3, or level 4, in which case you will be awarded 120 credits in recognition of your achievements at each level as outlined in Table 6 below (see University Recognition of Prior Learning Policy).

Table 6: Credits awarded in recognition of prior achievement

<table>
<thead>
<tr>
<th>Level of entry</th>
<th>Maximum number of credits awarded on entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 2</td>
<td>120 at level 1</td>
</tr>
<tr>
<td>Level 3</td>
<td>120 at level 1 and 120 at level 2</td>
</tr>
<tr>
<td>Level 4</td>
<td>120 at level 1, 120 at level 2, and 120 at level 3</td>
</tr>
</tbody>
</table>

For example, if you have studied at another Further or Higher Education Institution, you may transfer credits that you have already gained. These may contribute at an appropriate level to your credit accumulation at the University of Dundee. The CASE Admissions Tutor or the Head of Learning and Teaching (CASE) will determine the appropriate entry level and the number of credits awarded on entry according to the number and level of qualifications already held.

10.2 Minimum progression requirements to avoid termination of studies

You are required to achieve a minimum of 80 credits per year to avoid having your studies discontinued (“Termination of Studies”). Please note that while accumulation of the minimum credits shown in Tables 7 and 8 below will avoid termination of your studies, it will NOT allow progression into Honours.

Table 7: Minimum credit requirement to avoid termination of studies for full-time attendance.

<table>
<thead>
<tr>
<th>Year of Attendance 1,2</th>
<th>Minimum credits to avoid termination of studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td>80</td>
</tr>
<tr>
<td>Two</td>
<td>80 (to take minimum accumulated credit to 160)</td>
</tr>
<tr>
<td>Three</td>
<td>80 (to take minimum accumulated credit to 240)</td>
</tr>
<tr>
<td>--------</td>
<td>---------------------------------------------</td>
</tr>
<tr>
<td>Four</td>
<td>Completion of BSc without Honours (360 credits)</td>
</tr>
<tr>
<td>Five</td>
<td>Completion of BSc with Honours (480 credits)</td>
</tr>
</tbody>
</table>

1 Note that if you are awarded advanced entry, then your year of attendance is increased by 1 year for each 120 credits awarded for prior achievement.

2 Approved interruptions to full time study (see section 11) do not count as attendance.

3 Under normal circumstances, the progression requirements for BSc Honours in Anatomical Sciences and in Forensic Anthropology (see section 6.3.2) exclude additional years of study at any level.

### Table 8: Minimum credit requirement to avoid termination of studies for part-time attendance

<table>
<thead>
<tr>
<th>Year of Attendance 1,2</th>
<th>Minimum credits to avoid termination of studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two</td>
<td>80</td>
</tr>
<tr>
<td>Four</td>
<td>80 (to take minimum accumulated credit to 160)</td>
</tr>
<tr>
<td>Six</td>
<td>80 (to take minimum accumulated credit to 240)</td>
</tr>
<tr>
<td>Eight</td>
<td>Completion of BSc without Honours (360 credits)</td>
</tr>
<tr>
<td>Nine 3,4</td>
<td>Completion of BSc with Honours (480 credits)</td>
</tr>
</tbody>
</table>

1 Note that if you are awarded advanced entry, then your year of attendance will be advanced by 2 years for each 120 credits awarded for prior achievement.

2 Approved interruptions to part time study (see section 11) do not count as attendance.

3 Under normal circumstances, the progression requirements for BSc Honours in Anatomical Sciences and in Forensic Anthropology (see section 6.3.2) exclude additional years of study at any level.

4 Note that level 4 cannot be undertaken on a part-time basis.

### 10.2.1 Termination of studies committees

If you fail to achieve the minimum standards shown in Table 7 or 8 above, you may be required to discontinue your studies, in which event you have the right to appeal to the College Termination of Studies (Appeals) Committee. If your appeal is rejected by that committee, it will then be reconsidered by the Senate Termination of Studies (Appeals) Committee.

### 10.2.2 Termination of studies appeals

If you become liable to termination of studies, advice and information can be found at http://www.dundee.ac.uk/academic/tos.htm, and you are strongly advised to take full advantage of the documentation available to help you with your appeal. It is also important to note that you MUST submit a letter of appeal addressed to the Secretary of the School of Engineering Physics and Maths, Fulton Building, University of Dundee, DD1 4HN within TEN DAYS of the date of receipt of a letter informing you that your studies are liable to termination. Your letter of appeal should be accompanied by any documents you wish to submit in support of it (e.g. medical certificate, or letters of corroboration, or support from third parties such as minister of religion, member of academic staff, or any other person for other grounds). If the School Termination of Studies Committee decide that your studies should be terminated, your letter of appeal, and any supporting documents, will be passed on to be considered by the Termination of Studies (Appeals) Committee of the University Senate.
10.2.3 General undergraduate appeals procedure

You have the right to appeal decisions regarding your performance (e.g. complaints concerning a grade or grades awarded for coursework, written examinations, theses or practical assessments, including final Honours degree classifications), or progression within your degree programme (e.g. failure to pass modules, examinations or DP withdrawal), according to the appeals procedures detailed at: http://www.dundee.ac.uk/academic/dca/appeals/

In the first instance, you should seek to resolve the complaint with your Advisor of Studies or the Head of Learning and Teaching (CASE). Only if such resolution is unsuccessful shall referral be made to the Secretary of the University, in writing, within FOUR WEEKS of the date on which you received your notification of the decision against which the appeal is directed.

Such appeals or complaints shall not be considered unless they are based upon allegations of extenuating circumstances affecting the candidate’s performance and of which the examiners were unaware when their decision was taken, or procedural irregularities (including administrative error) in the conduct of a written or oral examination of such a nature as to give rise to reasonable doubt whether the examiners would have reached the same conclusion had they not occurred, or prejudice or bias on the part of one or more of the examiners.

The letter of appeal must state all the grounds on which the student considers that the decision should be changed, the remedy which the student seeks, and whether the student wishes to make oral representation at a hearing.

11. INTERRUPTIONS TO FULL-TIME STUDY

11.1 Discounting a year for valid reasons

If you are prevented from completing your programme of study at any level by illness, or other valid reason, you may apply to the Head of Learning and Teaching (CASE) for permission to have the academic year discounted. The discounted year will not be counted as a year of attendance for the purpose of meeting the progression requirements shown in section 6.3 and section 10.2 above. Please note that during your discounted year, your student status is temporarily withdrawn.

12. PROCEDURES FOR DEALING WITH UNFORESEEN PERSONAL ISSUES THAT HAVE SIGNIFICANTLY AFFECTED ACADEMIC PERFORMANCE

12.1 School of Engineering, Physics and Maths (EPM) Mitigating Circumstances Committee

If, during the course of your studies, you experience unforeseen and unavoidable circumstances that you believe have had a significant negative impact on your studies, you should submit your case (including supporting evidence where possible) in confidence for consideration by the EPM Mitigating Circumstances Committee. The Mitigating Circumstances Committee meets in advance of the examination boards for modules and degrees to consider submissions made to the committee, and makes recommendations to the Board of Examiners on the level of support that should be given in each case. In accordance with the Data Protection Act, no significant details of any submission to the Mitigating Circumstances Committee are revealed to the Board of Examiners. If a submission is not made to the Mitigating Circumstances Committee with respect to circumstances that you believe have had a significant negative impact on your performance in coursework and/or examinations it will not normally be accepted as the basis of any subsequent appeal, either to the Head of Learning and Teaching (CASE) or to the School Termination of Studies Committee.

12.2 Assistance that can be justified on the basis of a Mitigating Circumstances Committee recommendation
Mitigating Circumstances Committee recommendations may be used by the Boards of Examiners to justify condonements that affect beneficially a student’s pass/fail status for the module, their progression in their degree programme or their degree classification. Adjustments to a student’s overall module grade will not normally be made. If an adjustment is merited, the extent of any grade adjustment is at the discretion of the Board of Examiners, and will not normally be greater than a single grade point (e.g. MF to D3 or C1 to B3). In the case where a student has failed a module, and the mitigating circumstances have been deemed valid by the Mitigating Circumstances Committee, the Board of Examiners may decide to allow the student to retake the module examination in the summer as if it were a first attempt.

13. ACADEMIC INTEGRITY

Please see the University Policy on Plagiarism and Academic Dishonesty, found at:

http://www.dundee.ac.uk/academic/plagiarism.htm
COMPUTING PROGRAMME REGULATIONS

CERTIFICATE OF HIGHER EDUCATION (SCIENCE)
CERTIFICATE OF HIGHER EDUCATION (ENGINEERING)
DIPLOMA OF HIGHER EDUCATION (SCIENCE)
DIPLOMA OF HIGHER EDUCATION (ENGINEERING)
BSc UN-NAMED
BEng UN-NAMED
BSc NAMED
BEng NAMED (JOINT)
BSc WITH HONOURS
BEng WITH HONOURS

LIST OF NAMED BSc DEGREES
  • APPLIED COMPUTING
  • COMPUTING SCIENCE

LIST OF NAMED BEng DEGREES
(1) ELECTRONICS AND COMPUTING

LIST OF NAMED JOINT BSC DEGREES
May be awarded (subject to timetable constraints) for completion of 120 credits at Level 3 in two permitted combinations (i.e. where a corresponding joint honours programme exists within the College) from the following list:
(2) Accountancy
(3) Applied Computing
(4) Economics
(5) Electronics
(6) Financial Economics
(7) Mathematics
(8) Philosophy
(9) Psychology

INTRODUCTION

The Degree Regulations provide a set of rules which govern the process leading to the award of a Certificate, Diploma or a Degree. Any special case which is not covered by these Regulations should be referred to the Head of College for a ruling.
**DEGREE REGULATIONS**

1. **Definitions**

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Entry</td>
<td>Permission to enter directly into Level 2, 3 or 4</td>
</tr>
<tr>
<td>[S1] Module</td>
<td>Module taught in semester 1</td>
</tr>
<tr>
<td>[S2] Module</td>
<td>Module taught in semester 2</td>
</tr>
<tr>
<td>[Y] Module</td>
<td>Module taught in semester 1 and 2</td>
</tr>
<tr>
<td>Condonement</td>
<td>a failed module that accrues full credits</td>
</tr>
<tr>
<td>Degree Examination</td>
<td>Comprises those component assessments which count towards the overall mark for a module</td>
</tr>
<tr>
<td>Degree Examination Diet</td>
<td>Period set aside for holding examinations which form the final component of Degree Examinations</td>
</tr>
<tr>
<td>Degree Programme</td>
<td>Comprises those modules taken at several Levels which fulfil the requirements for the award of a degree</td>
</tr>
<tr>
<td>Duly Performed (DP) status</td>
<td>Withdrawal of DP status means you are barred from taking the final assessment component in a module</td>
</tr>
<tr>
<td>Extended DP (EDP) status</td>
<td>Permission to sit a failed degree examination in the following session without attending classes in a module</td>
</tr>
<tr>
<td>Essential Module</td>
<td>an obligatory module in a degree programme</td>
</tr>
<tr>
<td>Minimum Progression Requirements</td>
<td>Defines the minimum credits you need to accumulate at the end of each year of attendance to avoid being subject to termination of studies</td>
</tr>
<tr>
<td>Named Degree</td>
<td>Titled degree awarded on completion of 360 credits (e.g. BSc in Physics)</td>
</tr>
<tr>
<td>Un-named Degree</td>
<td>Untitled degree awarded on completion of 360 credits (e.g. BSc)</td>
</tr>
<tr>
<td>Prerequisite</td>
<td>Qualification required for eligibility to take a module, programme of study or degree programme</td>
</tr>
<tr>
<td>Programme of Study</td>
<td>the modules taken in any one year</td>
</tr>
<tr>
<td>Satisfactory Attendance</td>
<td>Participation in a module in such a manner as to ensure that DP status is not withdrawn</td>
</tr>
<tr>
<td>Teaching Period</td>
<td>One half of the teaching year i.e. Semester 1 or 2</td>
</tr>
<tr>
<td>Total Accumulated Credit (TAC)</td>
<td>Aggregate of credits achieved</td>
</tr>
<tr>
<td>Year of Attendance</td>
<td>Counts towards the number of years enrolled on the programme</td>
</tr>
</tbody>
</table>
2. **Awards**

2(1) **Credit Rating of an Award**

You may receive an award only by (i) withdrawing from study in the case of the certificate and diploma award and (ii) graduating in the case of a degree award. The award will only be at the highest level of qualification to which your Total Accumulated Credit (TAC) entitles you.

2(2) **Certificate of Higher Education** (Science)

Certificate of Higher Education (Engineering)

TAC required: 120 credits with a minimum of 90 credits at Level 1

2(3) **Diploma of Higher Education** (Science)

Diploma of Higher Education (Engineering)

TAC required: 240 credits with a minimum of 90 credits at Level 2

2(4) **BSc Un-named**

BEng Un-named

TAC required: 360 credits with a minimum of 60 credits at Level 3

2(5) **BSc Named** (refer to 2(8) & 2(10) below)

BEng Named (refer to 2(9) below)

TAC required: 360 credits with a minimum of 120 credits at Level 3

2(6) **BSc with Honours**

BEng with Honours

TAC required: 480 credits with a minimum of 120 credits at Levels 3 and a minimum of 90 credits at Level 4

2(7) **List of Named BSc Degrees**

3. Applied Computing
4. Computing Science

2(8) **List of Named BEng Degrees**

Electronics and Computing

2(9) **List of Named Joint BSc Degrees**

May be awarded (subject to timetable constraints) for completion of 120 credits at Level 3 in two permitted combinations (i.e. where a corresponding joint honours programme exists within the College) from the following list:

- Accountancy
- Applied Computing
- Economics
- Electronics
- Financial Economics
- Mathematics
- Philosophy
- Psychology

Refer to Appendix A for a full list of available joint degree programmes
2(10) **Studying Modules Outside the College**

If permitted in your Degree Programme, attendance at modules offered outside the College and accrual of the corresponding credits will be accepted as equivalent to completion of College modules at the same Level. Unless required in your Degree Programme, you may normally gain no more than 40 credits at Levels 1 and 2 and no more than 60 credits at Level 3 from outside the College.

2(11) **Minimum and Maximum Credits per academic session**

The normal undergraduate student load is 120 credits for full time attendance. Students are permitted to take in any one academic session:

- A minimum of one module which may be as low as 10 credits
- A maximum of 160 credits

3. **Definitions**

3(1) **Programme of Study**

Each year, you must have your Programme of Study approved by your Adviser of Studies no later than the end of the second week of Semester 1. Changes to your programme for Semester 1 will not be permitted after this deadline. Changes to your programme involving modules which begin in Semester 2 can be made only with the permission of your Adviser of Studies and then no later than the end of the second week of Semester 2. Changes beyond these deadlines can be made only with the consent of the Dean of School and then only in exceptional circumstances.

3(2) **Essential Modules for Degree Programmes**

(i) This Regulation specifies, for each Degree Programme, the essential modules which must be taken at Levels 1 to 5. Where these essential modules total less than 120 credits at a given Level and you are a full-time student, you must select additional modules to bring your total up to 120 credits, which constitutes the minimum workload in an academic year for a full-time student. Prerequisites for each essential module are also listed. The requirement for prerequisites for any module may only be waived by special permission of the Convener of the Programme Board of Studies (Programme Convener).

(ii) Degree programmes in more than one discipline can be studied as either (a) a joint degree (denoted by the use of ‘and’ in the title, for example, Applied Computing and Psychology in which the weighting is approximately 50% in each subject), or (b) a ‘with’ degree (for example, Economics with Statistics in which the academic weighting is approximately 75% in favour of Economics – none in SoC).

(iii) Essential modules for all Degree Programmes covered by these regulations are referenced in Appendix A.

3(3) **Satisfactory Attendance**

(i) Satisfactory Attendance in a module is a requirement for eligibility to take the degree examination. Activities counting towards satisfactory attendance are given by the Module Organiser by way of handbooks and/or module guides. These may include lectures, laboratory work, field work, assignments and class examinations and others. If your conduct in this respect is deemed unsatisfactory by the Module Organiser, you may be debarred from taking any further assessment component in that module by having your DP (duly performed) status withdrawn by the Programme Convener.

(ii) Absence from all examinations and class tests must be confirmed by a medical certificate signed by a GP, regardless of the duration of the illness. These must be submitted to the
School Office no later than 7 days after the event to be taken into consideration. Where the absence is from a degree examination at the end of semester two then the medical certificate must be supplied within the 7 days or least 2 days in advance of the meeting of the relevant Board of Examiners, which ever is the sooner.

3(4)  Continuous Absence

Except with the consent of Senate, you may not take a degree examination in a module if you have been absent, excluding vacations, for a continuous period of six weeks or more for a [Y] module or three weeks or more for an [S1] or [S2] module.

3(5)  Form of Degree Examinations

For every module, the nature of the component assessments (e.g. coursework assignments, laboratory reports, class examinations, final examinations, etc) and the manner in which your performance in these counts towards your overall grade for the module will be explained in information given to you by the Module Organiser (e.g. student handbooks, module guides).

3(6)  Exemption from a Degree Examination

You will be informed at the start of any module if it has a scheme exempting you from the degree examination and what you need to do to be eligible.

3(7)  Grading of Degree Examinations

For each module, the Board of Examiners will decide on your overall module grade according to the following University marking scheme.

<table>
<thead>
<tr>
<th>Literal Reporting Scale</th>
<th>Equivalent Percentage</th>
<th>Descriptor</th>
<th>Equivalence to Honours Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>70+</td>
<td>Excellent pass</td>
<td>First Class</td>
</tr>
<tr>
<td>B</td>
<td>60 – 69</td>
<td>Very good pass</td>
<td>Second Class (2.1)</td>
</tr>
<tr>
<td>C</td>
<td>50 – 59</td>
<td>Good pass</td>
<td>Second Class (2.2)</td>
</tr>
<tr>
<td>D</td>
<td>40 – 49</td>
<td>Satisfactory pass</td>
<td>Third Class</td>
</tr>
<tr>
<td>MF</td>
<td>35 – 39</td>
<td>Marginal fail</td>
<td></td>
</tr>
<tr>
<td>CF</td>
<td>20 – 34</td>
<td>Clear fail</td>
<td></td>
</tr>
<tr>
<td>BF</td>
<td>0 – 19</td>
<td>Bad fail</td>
<td></td>
</tr>
<tr>
<td>N</td>
<td>0</td>
<td>No attempt</td>
<td></td>
</tr>
</tbody>
</table>

3(8)  Degree Examination Diets

(i)  For any module, you may attend the Degree Examination Diets only within the same academic year that you attend the module unless granted Extended DP (EDP) status.

(ii)  In Level 1 there is one examination diet at the end of Semester 2 and one resit diet after semester 2. In Levels 2 and 3 there are Degree Examination Diets at the end of each semester and one resit diet after semester 2. In Levels 4 and 5 there are Degree Examination Diets at the end of each semester but no resit diet.

(iii) Results given after the first diet in Semester 1 are provisional and will not be approved until after the Examiners’ meeting following the second diet of examinations.

(iv)  For any module, you may attend the resit diet only if you attended the first diet and failed. You are required to obtain the permission of the Programme Convener to take an
examination for the first time at the resit diet and this will only be granted under special circumstances. Where a module does not have a degree examination, and you have not passed the coursework, you may be required to take a degree examination at the resit diet in order to pass the module.

(v) Where Level 3 modules count towards final Honours Classification any pass achieved at the resit diet will be capped at 40% (D3) for this purpose.

3(9) **Degree Examinations for Levels 1 – 3 of a Degree Programme**

Only if you are awarded an overall pass grade will you be judged to have passed the degree examination in, and awarded the credits for, any module.

3(10) **Failure at a Resit Diet**

If you fail a module or modules at the resit diet you may be (i) permitted to re-attend the module(s) during the following academic year or (ii) granted EDP status which allows you two more attempts to gain an overall pass grade in the following academic year without attending the module. Both options require the permission of the Programme Convener.

3(11) **Results of Final Degree Examinations**

(i) The Degree may be awarded "with distinction" to candidates who have undertaken a programme of studies which consists of at least 120 credits at SHE level 3 in any one year (or over the duration of their programme in the case of part-time candidates) and who have achieved a mark of 60 (B3) or more in each of those level 3 modules.

(ii) The proportion of marks allocated towards degree classification are detailed in the table below:

<table>
<thead>
<tr>
<th>Degree</th>
<th>3rd year %</th>
<th>4th year %</th>
<th>5th year %</th>
</tr>
</thead>
<tbody>
<tr>
<td>All other BSc Single and Joint Honours Degrees</td>
<td>50%</td>
<td>50%</td>
<td>-</td>
</tr>
<tr>
<td>BEng Honours Electronics and Computing)</td>
<td>25%</td>
<td>75%</td>
<td>-</td>
</tr>
</tbody>
</table>

(iii) After you complete your final degree examinations at Level 4 you will be awarded one of the following degree classifications by the relevant Board of Examiners:

<table>
<thead>
<tr>
<th>Title of Award</th>
<th>Honours Degree Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSc or BEng with Honours</td>
<td>1st, 2.1, 2.2, 3rd</td>
</tr>
<tr>
<td>BSc or BEng without Honours (Named)</td>
<td>Unclassified</td>
</tr>
</tbody>
</table>

3(12) **Failure in Final Degree Examinations at Level 4**

The Board of Examiners may, at their discretion, award a degree in accordance with 3(11) by applying condonement to a failed module or modules.

3(13) **Failure to Complete Degree Examinations for Good Cause**

If you are prevented by illness or good cause from beginning or completing part or all of the degree examinations at Level 4 which count towards your Honours Degree Classification, the Examiners may, at their discretion, award you a classified or unclassified Honours Degree. If the Examiners do not consider that they have enough evidence to enable them to exercise such discretion you might be permitted by the School Board to take the examination(s) at a later period of examination.
3(14) Branches of Honours

On completion of the final examinations for the award of an Honours Degree, you are not permitted to be re-examined in the same branch of Honours.

4. Duration of Studies for an Award

4(1) Advanced Entry

(i) If on entry to a degree programme you hold qualifications approved by the School Board, you may be granted advanced entry. The following table defines the maximum TAC you will be awarded on entry to a particular Level as a full-time student:

<table>
<thead>
<tr>
<th>Advanced Entry to</th>
<th>TAC awarded on entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 2</td>
<td>120 credits at Level 1</td>
</tr>
<tr>
<td>Level 3</td>
<td>120 credits at each of Levels 1 and 2</td>
</tr>
<tr>
<td>Level 4</td>
<td>120 credits at each of Levels 1, 2 and 3</td>
</tr>
</tbody>
</table>

(ii) If your previous qualifications entitle you to accumulated credits other than multiples of 120, you may enter as a part-time student for your first year of attendance and take sufficient credits to bring your TAC up to 120, 240 or 360 credits if studying at Level 1, Level 2 or Level 3 respectively.

4(2) Minimum Requirements to Avoid Termination of Studies

(i) The minimum requirements for full-time students at the end of a given year of attendance are:

<table>
<thead>
<tr>
<th>Entry Level</th>
<th>Advanced Entry Level 1</th>
<th>Advanced Entry Level 2</th>
<th>Advanced Entry Level 3</th>
<th>Advanced Entry Level 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>First:60</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Second:120</td>
<td>First:180</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Third:240</td>
<td>Second:240</td>
<td>First:300</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fourth:360</td>
<td>Third:360</td>
<td>Second:360</td>
<td>First:480</td>
<td></td>
</tr>
<tr>
<td>Fifth:480</td>
<td>Fourth:480</td>
<td>Third:480</td>
<td>Second:600</td>
<td></td>
</tr>
<tr>
<td>Sixth:600</td>
<td>Fifth:600</td>
<td>Fourth:600</td>
<td>Second:600</td>
<td></td>
</tr>
</tbody>
</table>

(ii) The minimum requirements for part-time students (half load for programme of study) at the end of a given year of attendance are:

<table>
<thead>
<tr>
<th>Entry Level</th>
<th>Advanced Entry Level 1</th>
<th>Advanced Entry Level 2</th>
<th>Advanced Entry Level 3</th>
<th>Advanced Entry Level 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Second:60</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
(iii) If you fail to achieve the minimum standards shown in Regulation 4(2) you may be required to discontinue your studies, in which event you will have the right to appeal to the College Termination of Studies (Appeals) Committee. If your appeal is rejected by this Committee, it will be reconsidered by the Senate Termination of Studies (Appeals) Committee.

(iv) If your studies for a degree are terminated you will not be permitted to transfer to another degree programme in the same School without the written permission of the Dean of the School.

4(3) Progression into Level 4

Progression into Level 4 is dependent on accumulating 360 credits with a minimum of 120 credits at Level 3 and having passed all compulsory modules. This is a requirement for all Honours Degree programmes (BSc/BEng) within the School.

4(4) Taking a Year Out

If you have passed all your Degree Examinations to date, you may, with the permission of the Dean of School and Programme Convener, take one academic year from your studies in order to enter appropriate employment or training. Extension of this absence beyond one academic year requires the permission of the Dean of School and Programme convener. The year(s) of non-attendance will not be counted as a year(s) of attendance for the purpose of meeting progression requirements.

4(5) Discounted Year for Good Cause

If you are prevented from completing a programme of study at any Level by illness or other good cause, you may have the academic year discounted with the permission of the Dean of School and Programme Convener.

The discounted year will not be counted as a year of attendance for the purpose of meeting progression requirements.

4(6) Minimum Periods of Study in Academic Years for Full-time Students

<table>
<thead>
<tr>
<th>Award</th>
<th>Level 1 Entry</th>
<th>Level 2 Entry</th>
<th>Level 3 Entry</th>
<th>Level 4 Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSc/BEng with Honours</td>
<td>4(8)</td>
<td>3(6)</td>
<td>2(4)</td>
<td>1(2)</td>
</tr>
<tr>
<td>BSc/BEng without Honours (Named)</td>
<td>3(6)</td>
<td>2(4)</td>
<td>1(2)</td>
<td>n/a</td>
</tr>
<tr>
<td>BSc/BEng without Honours (Un-named)</td>
<td>3(6)</td>
<td>2(4)</td>
<td>1(2)</td>
<td>n/a</td>
</tr>
<tr>
<td>Dip HE Sci/Eng</td>
<td>2(4)</td>
<td>1(2)</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Cert HE Sci/Eng</td>
<td>1(2)</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

(Part-time students in brackets)
(ii) Syllabus of Modules and Examinations

Indicative content and examination requirements for each School of Computing module are stated in the set of module specifications which can be accessed at the School of Computing www site.

(iii) Calculators

Only an approved calculator may be used in degree examinations. You will be notified at the start of each academic year of the approved calculator.

Appendix A

Spreadsheets setting out the essential modules and prerequisites for all undergraduate degrees and joint degrees offered in the School of Computing can be accessed at \Module Specifications and Matrices\Module Specifications and Matrices 2006-7\School of Computing Degree Programmes and Regulations 06-07.doc

Where pre-requisites exist for a module, the term “or equivalent” can also be applied.
ARCHITECTURE PROGRAMME REGULATIONS

- MASTER OF ARCHITECTURE
- MASTER OF ARCHITECTURE WITH URBAN PLANNING

Regulations

1. ADMISSION

Before entering the programme of study for the Master of Architecture/Master of Architecture with Urban Planning candidates must satisfy the general entry requirements of the University and any additional conditions deemed necessary by the School Board.

2. CREDIT RATING OF THE DEGREE AND OTHER AWARDS

<table>
<thead>
<tr>
<th>Degree</th>
<th>Minimum Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Architecture</td>
<td>Minimum of 600 credits including a minimum of 120 at Level 5 and excluding re-examination in any level 5 modules.</td>
</tr>
<tr>
<td>Master of Architecture with Urban Planning</td>
<td>Minimum of 600 credits including a minimum of 120 credits at Level 5</td>
</tr>
<tr>
<td>Postgraduate Diploma in Architecture</td>
<td>Minimum of 480 credits including a minimum of 120 at Level 4 and excluding re-examination in any level 4 modules. Only students who pass all examinations at the first diet will be entitled to the classified Honours degree.</td>
</tr>
<tr>
<td>Postgraduate Diploma in Architecture with Urban Planning</td>
<td>Minimum of 360 credits including a minimum of 120 at Level 3</td>
</tr>
<tr>
<td>BA Honours Architecture</td>
<td>Minimum of 240 credits including a minimum of 120 at Level 2</td>
</tr>
<tr>
<td>BA Architecture</td>
<td>Minimum of 120 credits at Level 1</td>
</tr>
</tbody>
</table>

3. DURATION OF STUDY

3 (1) Every candidate, unless granted a concession or exemption under these Regulations, must be in attendance in the University during not less than five academic years on courses of instruction in subjects prescribed in these Regulations and must pass the Degree examinations and other assessments similarly prescribed. A period of practical training of up to 12 months duration undertaken outwith the University shall not count for the purposes of this Regulation.

3 (2) A candidate undertaking part of the programme of study in another university or equivalent institution under the terms of an agreement approved by the Senatus may be exempted from some or all of the Degree examinations provided that appropriate coursework has been undertaken and examinations deemed by School Board to be of equivalent standard in appropriate subjects have been passed.

4. PROGRAMME OF STUDIES

The programme of studies comprises five levels each of one academic year in length. The programme is comprised of such modules as are specified in Appendix A, Programme of Studies.
5. **DEGREE EXAMINATIONS**

For each module, the nature of the component assessments and the manner in which performance in these counts towards the overall grade for the module will be explained in the written information given out or otherwise made accessible to candidates at the outset of their studies. Only those candidates awarded an overall pass grade will be judged to have passed the Degree Examination in, and be awarded the credits for, each module.

The non-honours degree BA Architecture may be awarded "with distinction" to candidates who have achieved a mark of B3 or more in each of their level 3 modules.

6. **CLASS CERTIFICATES**

(1) A candidate whose attendance, conduct and work in any module has been satisfactory to the Dean of School is entitled to a class certificate for that module. Only those candidates entitled to a class certificate in a module shall be eligible to enter the corresponding assessments and Degree examination.

(2) Subject to section (5) of this Regulation, a candidate entitled to a class certificate in any module shall be eligible to enter the corresponding Degree examination at the end of each module and at the resit diet in July in the academic year in which the award of the certificate is made, but for no further examination except with the consent of the Dean of School.

(3) In exceptional circumstances a candidate may be granted a deferred class certificate which is valid only for the second diet of examination in the academic year in which it is granted.

(4) Degree Examinations shall be held during the second semester and in July. Only those candidates who attempted and failed in the end of module examinations or who have received special permission from the Dean of the School may enter the July examinations.

(5) A candidate who is absent from any module for a continuous period of four weeks or more, excluding vacations, shall not be entitled to a class certificate except with the consent of the Senatus Academicus. Such consent will be given only in special cases of hardship.

7. **PROGRESSION**

(1) A candidate who fails to satisfy the examiners at Levels 1, 2 or 3 of the Degree Programme shall be required either:

(a) to take the examination in the following year without a second attendance;

(b) to repeat the failed module(s) in the following year; or

(c) to discontinue studies.

(2) Except with the permission of the Senatus Academicus, a candidate must complete all examinations for the BA Architecture Degree within a maximum period of four consecutive years. A period of practical training of up to 12 months duration undertaken outwith the University shall not count for the purposes of this Regulation.

(3) A candidate who fails to satisfy the provisions of Regulation 7 (2) shall be required to discontinue studies for the degree.

(4) A candidate who has been required to discontinue study in terms of these Regulations, shall have the right to appeal for leave to continue studies in accordance with Regulations governing Termination of Studies.

8. **HONOURS DEGREE**

(1) Before entering the programme of study leading to the award of the Honours Degree, candidates must have completed the requirements for the award of the BA Degree and must
satisfy the Architecture Examination Board that they are academically prepared to enter the proposed Honours programme.

(2) Except with the permission of the Senatus Academicus, a candidate must complete all examinations for the BA Architecture Honours Degree within a maximum period of five consecutive years. A period of practical training of up to 12 months duration undertaken outwith the University shall not count for the purposes of this Regulation.

(3) A candidate for the Honours Degree who fails a module (s) will not be awarded a classified Honours Degree.

(4) Such candidates, may present themselves for re-examination in the modules failed and if successful may be awarded an unclassified BA Honours Architecture degree and may progress to Masters study.

(5) Candidates who are unsuccessful in examinations having already completed the requirements for the BA degree will be awarded the BA Architecture Degree without Honours and will not be permitted to progress to Masters study.

(6) A candidate who has satisfied all the conditions prescribed in these Regulations and has attained a satisfactory standard in the examinations and other assessments shall be qualified for the award of the Degree with Honours.

9. MASTERS DEGREE

(1) Before entering the programme of study leading to the award of the Masters Degree, candidates must have completed the requirements for the award of the BA Honours Degree and must satisfy the Architecture Examination Board that they are academically prepared to enter the proposed Masters programme.

(2) A candidate for the Masters Degree who fails any modules will be deemed to have failed the Masters programme.

(3) Such candidates, may present themselves for re-examination in the modules failed and if successful may be awarded a Postgraduate Diploma in Architecture/Postgraduate Diploma in Architecture with Urban Planning.

(4) Except with the permission of the Senatus Academicus, a candidate must complete all examinations for the Master of Architecture Degree or Master of Architecture with Urban Planning within a maximum period of six consecutive years. A period of practical training of up to 12 months duration undertaken outwith the University shall not count for the purposes of this Regulation.

(5) A candidate who has satisfied all the conditions prescribed in these Regulations and has attained a satisfactory standard at the first diet of examination shall be qualified for the award of the Masters Degree.

(6) The Examination Board may award the Degree with distinction to candidates who are deemed to have achieved outstanding performance and who achieve an average of A3 or over.
### Appendix A - Programme of Studies

**Master of Architecture**

<table>
<thead>
<tr>
<th>Level</th>
<th>Module Code</th>
<th>Module Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>AR11011</td>
<td>Architecture Studio 1.1.1</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>AR11012</td>
<td>Architecture Studio 1.1.2</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>AR12007</td>
<td>Architecture Studio 1.2</td>
<td>40</td>
</tr>
<tr>
<td></td>
<td>AR11014</td>
<td>Architecture, Sustainability &amp; Context 1</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>TP12002</td>
<td>Design &amp; the Environment</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>AR21007</td>
<td>Architecture Studio 2.1</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>AR21008</td>
<td>Architecture Studio 2.2</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>AR22006</td>
<td>Architectural Studio 2.3</td>
<td>40</td>
</tr>
<tr>
<td></td>
<td>AR22007</td>
<td>Architectural Technology 2</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>HT21007</td>
<td>Between Thinking &amp; Making</td>
<td>20</td>
</tr>
<tr>
<td>3</td>
<td>AR30003</td>
<td>Constructing &amp; Conceiving Architecture 3</td>
<td>90</td>
</tr>
<tr>
<td></td>
<td>HT30006</td>
<td>Practice &amp; Precedent Humanities 3</td>
<td>30</td>
</tr>
<tr>
<td>4</td>
<td>AR41001</td>
<td>Urban Theory, Analysis and Strategy</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>HT40003</td>
<td>Architectural Humanities</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>AR40007</td>
<td>Integrated Architectural Design 4</td>
<td>60</td>
</tr>
<tr>
<td>5</td>
<td>AR50005</td>
<td>Architectural Thesis</td>
<td>120</td>
</tr>
</tbody>
</table>
Master of Architecture with Planning

<table>
<thead>
<tr>
<th>Level</th>
<th>Module Code</th>
<th>Module Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>AR11011</td>
<td>Architecture Studio 1.1.1</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>AR11012</td>
<td>Architecture Studio 1.1.2</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>AR12007</td>
<td>Architecture Studio 1.2</td>
<td>40</td>
</tr>
<tr>
<td></td>
<td>AR11014</td>
<td>Architecture, Sustainability &amp; Context 1</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>TP12002</td>
<td>Design &amp; the Environment</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>AR21007</td>
<td>Architecture Studio 2.1</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>AR21008</td>
<td>Architecture Studio 2.2</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>AR22006</td>
<td>Architectural Studio 2.3</td>
<td>40</td>
</tr>
<tr>
<td></td>
<td>AR22007</td>
<td>Architectural Technology 2</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>HT21007</td>
<td>Between Thinking &amp; Making</td>
<td>20</td>
</tr>
<tr>
<td>3</td>
<td>AR30003</td>
<td>Constructing &amp; Conceiving Architecture 3</td>
<td>90</td>
</tr>
<tr>
<td></td>
<td>HT30006</td>
<td>Practice &amp; Precedent Humanities 3</td>
<td>30</td>
</tr>
<tr>
<td>4</td>
<td>AR41001</td>
<td>Urban Theory, Analysis and Strategy</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>HT40003</td>
<td>Architectural Humanities</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>AR40007</td>
<td>Integrated Architectural Design 4</td>
<td>60</td>
</tr>
<tr>
<td>5</td>
<td>TP52015</td>
<td>Sustainability in Contemporary Cities</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>TP52006</td>
<td>Statutory Planning</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>TP51014</td>
<td>Property Development Processes</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>AR50007</td>
<td>Research Project</td>
<td>60</td>
</tr>
</tbody>
</table>
ART AND DESIGN PROGRAMME REGULATIONS

- DEGREE OF BACHELOR OF ARTS (BA/BA HONOURS)
- DEGREE OF BACHELOR OF DESIGN (BDes/BDes HONOURS)
- DEGREE OF BACHELOR OF SCIENCE (BSc/BSc HONOURS)

(1) Admission

Before entering the programme of study for the BA, BDes or BSc, candidates must satisfy the general entry requirements of the University of Dundee and any additional conditions deemed necessary by the Duncan of Jordanstone College of Art Admissions Tutor(s).

(2) Credit Rating of the Degree and Other Awards

Candidates may receive an award only on graduating and leaving the University. The award will be the highest level qualification to which the total accumulated credit entitles the candidate (see below):

- **BA/BDes/BSc (Hons) Degree**: Minimum of 480 credits including a minimum of 120 at Level 4
- **BA/BDes Degree**: Minimum of 360 credits including a minimum of 120 at Level 3
- **BSc Degree**: Minimum of 360 credits with a minimum of 120 credits at Level 3
- **Diploma of Higher Education**: Minimum of 240 credits including a minimum of 120 at Level 2
- **Certificate of Higher Education**: Minimum of 120 credits at Level 1
- The programmes with relevant pathways are:

  **Contemporary Art Practice**
  - BA in Art, Philosophy, Contemporary Practices
  - BA in Fine Art
  - BA in Time Based Art

  **Communication Design**
  - BDes in Animation
  - BDes in Graphic Design
  - BDes in Illustration

  **Design & Craft**
  - BDes in Interior & Environmental Design
  - BDes in Jewellery & Metal Design
  - BDes in Textile Design

  **Social Digital**
  - BSc in Digital Interaction Design
  - BSc in Product Design

(3) Duration of Study

(1) Every candidate, unless granted a concession or exemption under these Regulations, must be in attendance in the University for no less than: three academic years in the case of the Degree, and during not less than four academic years in the case of the Honours Degree, for programmes of
instruction in subjects prescribed in these Regulations, and must pass the Degree examinations and other assessments similarly prescribed.

(2) A candidate undertaking part of the programme of study in another University or equivalent institution under the terms of an agreement approved by the Senatus may be exempted from some or all of the Degree examinations provided that appropriate coursework and examinations have been undertaken, and that the relevant Programme Director and Associate Dean of Learning and Teaching deem it to be of equivalent standard in appropriate subjects.

(4) Programme of Studies

(1) The programme of studies comprises four levels each of one academic year in length.

The majority of students who successfully complete their first year of study for the BA/BDes will normally progress to the specialist programme of choice; however, successful completion does not confer the automatic right of entry to the second year of the degree programme.

Entry to the second year is competitive by grades and submission of a portfolio of work deemed to be of appropriate standard by the discipline specific Admissions Tutors, and is subject to the number of places available.

(2) Levels 1, 2, 3 and 4 of the programme are normally comprised of such modules, or suitable alternatives as deemed appropriate by the Associate Dean of Learning and Teaching and/or Dean, as are specified in the Programme Structure detailed at section 5.2 of the DJCAD Undergraduate Student Handbook (page 31).

(3) Each year, students must have their Programme of Study approved by their Adviser of Studies.

a) Changes to this agreed programme for Semester 1 will not be permitted after the second week of semester 1.

b) Changes to the programme involving modules which begin in Semester 2 can be made only with the permission of your Adviser of Studies and then no later than the end of the second week of Semester 2.

c) Changes beyond these deadlines can be made only with the consent of the Associate Dean of Learning & Teaching and then only in exceptional circumstances.

(5) Essential Modules

For each degree programme there are essential core modules which must be taken at Levels 1 to 4; where these essential modules total less than 120 credits at a given Level students are required to select additional modules (as appropriate) to bring their total up to 120 credits (the minimum workload in an academic year for a full-time student).

Prerequisites exist for essential modules and the requirement for any prerequisite may only be waived by special permission of the Programme Director.

(6) Progression

(1) A candidate who fails to satisfy the examiners at Levels 1, 2 or 3 of the Degree Programme shall be required either:

- to take the examination in the following year without a second attendance;
- to repeat the failed module(s) in the following year; or
- to discontinue studies.

(2) A candidate who is repeating all or part of a programme will be required to submit work for review at the end of the first semester and if necessary before the Easter vacation. If in the
opinion of the relevant Programme Director and the Associate Dean of Learning and Teaching the work is unsatisfactory, the candidate may be required to discontinue studies at either stage.

(3) Except with the permission of the Senatus Academicus, a candidate must complete all examinations for the Degree within a maximum period of four consecutive year.

(4) A candidate who fails to satisfy the provisions of Regulation 6(2) shall be required to discontinue studies for the degree.

(5) A candidate who has been required to discontinue study in terms of the Regulations, shall have the right to appeal for leave to continue studies in accordance with Regulations governing Termination of Studies.

(6) Although the majority of BA/BDes Level 1 students will proceed to the specialist programme of their choice, successful completion of Level 1 does not confer the automatic right of entry to Level 2 of a specialist degree programme. Entry to Level 2 is competitive, by submission of a portfolio of work deemed to be of the appropriate standard by the receiving programme and is subject to the number of places available. Students who fail to gain a place in Level 2, but who have passed all modules and attained 120 credits, may be required to exit the programme with the Certificate of Higher Education.

(7) Every candidate, unless granted a concession or exemption under these Regulations, must be in attendance in the University during one academic year, on courses of instruction in subjects prescribed in these Regulations and must pass the examinations and other assessments similarly prescribed.

(7) Withdrawal (permanent withdrawal or temporary withdrawal) from Programme

On the rare occasion where a student elects to withdraw from study in their final Honours year (Level 4/4th Year), they must discuss this with their tutor well in advance of making this decision.

The deadline for an application for withdrawal from study is the last Friday of the teaching session in semester 2 before the Easter Vacation period commences (week 25). Application for temporary or permanent withdrawal beyond this date will not normally be accepted and therefore if work is not submitted for assessment it will be deemed a fail unless a request for Mitigating Circumstances, substantiated by documentary evidence, has been submitted.

(8) Satisfactory Attendance & Class Certificates

(1) Satisfactory attendance in a module is a requirement for eligibility to take the degree examination. A candidate whose attendance, conduct and work in any module has been satisfactory to the Programme Director and Associate Dean of Learning and Teaching is entitled to a class certificate for that module. Only those candidates entitled to a class certificate in a module shall be eligible to enter the corresponding assessments and Degree examination. If your conduct in this respect is deemed unsatisfactory by the Module Leader, you may be debarred from taking any further assessment component in that module.

(2) Subject to section (5) of this Regulation, a candidate entitled to a class certificate in any module shall be eligible to enter the corresponding Degree examination at the end of each module and at the resit diet in July (with the exception of Honours candidates who are not permitted to resit examinations) in the academic year in which the award of the certificate is made, but for no further examination except with the consent of the Associate Dean of Learning and Teaching and/or the Dean of DJCAD.

(3) In exceptional circumstances a candidate may be granted a deferred class certificate, which is valid only for the second diet of examination in the academic year in which it is granted.
(4) Degree Examinations shall be held during the second semester. Only those candidates who attempted and failed in the end of module examinations or who have received special permission from the Associate Dean of Learning and Teaching may enter the July examinations.

(5) A candidate who is absent from any module for a continuous period of four weeks or more, excluding vacations, shall not be entitled to a class certificate except with the consent of the Senatus Academicus. Such consent will be given only in special cases of hardship, upon the submission of a written case by the candidate. Absence from all examinations and class tests must be confirmed by a medical certificate signed by a GP, regardless of the duration of the illness. These must be submitted to the Undergraduate Office no later than seven days after the event to be taken into consideration. Where the absence is from a degree examination at the end of semester two the medical certificate must be supplied within the seven days, or at least two days in advance of the meeting of the Board of Examiners, whichever is sooner.

(9) **Sub degree qualifications**

DJCAD undergraduate degree programmes have been SCOTCAT rated, and students who have gained credits and who wish to leave the University, may be awarded sub-degree qualifications relating to their programme of studies.

The sub-degree qualifications are as undernoted:

(a) **Certificate of Higher Education (Cert HE)**

Requirement: successful completion of the first year of the degree programme

SCOTCAT Rating: 120 credit points (SD)

(b) The Certificate of Higher education may be conferred upon a candidate who has successfully completed all first year modules of their programme of study, and has passed the corresponding degree examinations prescribed in the Syllabus of Examinations within a period of two academic years from the date of first matriculation.

(c) The Cert HE shall only be awarded to candidates withdrawing from study within DJCAD.

(c) The Cert HE may not be awarded to a candidate who is eligible for the award of the Dip HE or the degree relating to the programme of study.

(b) **Diploma of Higher Education (Dip HE)**

Requirement: successful completion of the first two years of the degree programme

SCOTCAT Rating: 240 credit points (120 SD1and 120 SD2)

(b) The Diploma of Higher Education may be conferred upon a candidate who has successfully completed all second year modules of their programme of study and has passed the corresponding degree examinations prescribed in the Syllabus of Examinations within a period of three academic years from the date of first matriculation.

(c) The Dip HE shall only be awarded to candidates withdrawing from study within DJCAD.

(c) The Dip HE may not be awarded to a candidate who is eligible for the degree award relating to the programme of study.

No student who is progressing towards the award of a degree may be awarded a Certificate/Diploma.

(b) **Ordinary Degree Examinations**

(a) For each module, the nature of the component of assessment and the manner in which performance in these counts towards the overall grade for the module will be explained in the Module Guide, or otherwise made accessible to candidates at the outset of their studies. Only those
candidates awarded an overall pass grade will be judged to have passed the Degree Examination, and be awarded the credits for, each module.

(b) With the permission of the relevant Programme Director and Associate Dean of Learning and Teaching candidates may be permitted to undertake alternative modules at an appropriate level offered elsewhere in the University.

(c) For each module the Examination Board will decide on the overall grade to be awarded according to the University marking scheme.

(d) Unless otherwise stated, all DJCAD module coursework for Undergraduate Levels 1, 2, 3 submitted after the agreed deadline, whether at a first attempt or reassessment, will be marked according to the University late submission policy with grade reduction for up to five working days after the agreed deadline; work submitted after this deadline will not be marked and will receive AB (non-submit).

(e) The non-honours degree may be awarded ‘with distinction’ or ‘with merit’ to candidates who have achieved the appropriate grades in each of their Level 3 modules and achieved 120 credits at Level 3 in any one year.

1. With distinction will be awarded to students who have achieved B3 or above for each of the graded modules which contribute to the Level 3 assessment.
2. With merit will be awarded to students who have achieved C3 or above for each of the graded modules which contribute to the Level 3 assessment.

Students will not be eligible for the award ‘with distinction’ or ‘with merit’ where there have been failed modules that have been retrieved through resubmissions or resits unless there are documented extenuating circumstances that have been considered and approved.

(10) Honours Degree

(1) Before entering the programme of study leading to the award of the Honours Degree, candidates must have completed the requirements for the award of the BA, BDes or BSc Degree and must satisfy the Duncan of Jordanstone College of Art and Design Examination Board that they are academically prepared to enter the proposed Honours programme.

(2) A candidate for the Honours Degree who fails any final year module will be deemed to have failed the Honours programme but will, having already completed the requirements for the award of the BA, BDes or BSc Degree, be awarded the Degree without Honours.

(3) Candidates who have completed the examination for Honours may not present themselves a second time for the Degree with Honours.

(4) If a candidate for Honours is prevented by certified illness or other sufficient cause from completing the normal final assessment, the Examination Board may, at its discretion, award an unclassified Honours (Aegrotat) Degree or, in exceptional circumstances, a classified Honours Degree. Alternatively, if the Examination Board considers that there is insufficient evidence to enable it to exercise this discretion, the candidate may be permitted to sit the Honours Examination at a subsequent diet.

(5) Except with the special permission of the Senatus Academicus, a candidate must complete all the examinations prescribed for the Honours Degree within a maximum period of five consecutive years.

(6) A candidate who has satisfied all the conditions prescribed in these Regulations and has attained a satisfactory standard in the examinations and other assessments shall be qualified for the award of the Degree with Honours.
(7) For the Honours degree any coursework/form of assessment submitted after the deadline will normally be awarded a fail (CF), subject to special cases of hardship as described in 8.5 above. This applies to all forms of assessment, including dissertations.
PROGRAMME STRUCTURES

Contemporary Art Practice 2015/6 (BA - APCP, Fine Art and Time Based Art)

Semester 1
Level 1
DJ11001 Foundation Studies 1 20 credits
DJ11002 Foundation Studies 2 20 credits
DJ11003 Foundation Studies 3 20 credits

Level 2
DJ21004 Contemporary Practice 1
40 credits (Module Leader: Janice Aitken)
DJ21005 Introduction to Critical & Contextual Studies
20 credits (Module Leader: Dr Euan McArthur) or
PI21004 Existential Themes in Technology, Culture & Film*
20 credits (Module Leader: Todd Mei, Humanities)
DJ31011 Independent Creative & Professional Practice 1
30 credits (Module Leader: Pernille Spence)

Expansive Learning Module
credits (select one module from Expansive modules list below)

or
Electives from Philosophy*
30 credits (Humanities)

Level 4
DJ40002 Critical Studies: Dissertation
30 credits (Module Leader: Dr Euan McArthur)
or
AP41001 Reflection on Philosophy & Practice Dissertation*
30 credits (Module Leader: Ashley Woodward, Humanities)
DJ40003 Honours Creative Practice
90 credits (Module Leader: Eddie Summerton)

Expansive Learning Options:
DJ31001 Art, Science & Visual Thinking
(Module Leader: Dr Paul Harrison)
DJ31004 The Contemporary Portrait
(Module Leader: Graham Fagen)
DJ31005 Print & Printability
(Module Leader: Arthur Watson)
DJ31009 The Undiscovered Landscape
(Module Leader: Dr Euan McArthur)
DJ31014 Design Issues, Values & Ethics
(Module Leader: Jackie Malcolm)
DJ31015 Principles of Visual Effects (Module Leader: Chris Rowland)

Semester 2
DJ12001 Foundation Studies 4 40 credits
DJ12002 Foundation Studies 5 20 credits
or
PI11005 Introduction to Aesthetics* (Philosophy module)
20 credits (Module Leader: Dominic Smith, Humanities)

DJ22003 Contemporary Practice 2
40 credits (Module Leader: Janice Aitken)
DJ22004 Art & Media Cultures
20 credits (Module Leader: Dr Euan McArthur) or
PI22006 Aesthetics*
20 credits (Module Leader: Professor Nicholas Davey, Humanities)

DJ32002 Independent Creative & Professional Practice 2
30 credits (Module Leader: Pernille Spence)

DJ32001 Critical Studies: Introduction to Dissertation
30 credits (Module Leader: Dr Euan McArthur)
or
Electives from Philosophy*
30 credits (Humanities)

*These modules are compulsory for students taking the joint Art, Philosophy & Contemporary Practice pathway but will be optional for students from other pathways.
### Communication Design 2015/6 (BDes - Animation, Graphic Design, Illustration)

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1</td>
<td>Level 1</td>
</tr>
<tr>
<td>DJ11001 Foundation Studies 1 20 credits</td>
<td>DJ12001 Foundation Studies 4 40 credits</td>
</tr>
<tr>
<td>DJ11002 Foundation Studies 2 20 credits</td>
<td>DJ12002 Foundation Studies 5 20 credits</td>
</tr>
<tr>
<td>DJ11003 Foundation Studies 3 20 credits</td>
<td></td>
</tr>
<tr>
<td>Level 2</td>
<td>Level 2</td>
</tr>
<tr>
<td>DJ21009 Idea Generation &amp; Communication 40 credits (Module Leader: Jackie Malcolm)</td>
<td>DJ22008 Structure &amp; Narrative 40 credits (Module Leader: Jackie Malcolm)</td>
</tr>
<tr>
<td>DJ21010 Communication Design Contexts 1 20 credits (Module Leader: Chris Byrne)</td>
<td>DJ22009 Communication Design Contexts 2 20 credits (Module Leader: Chris Byrne)</td>
</tr>
<tr>
<td>Level 3</td>
<td>Level 3</td>
</tr>
<tr>
<td>DJ31013 Communication Design Practices 30 credits (Module Leader: Natalie Russell)</td>
<td>DJ32007 Applied Communication Design 30 credits (Module Leader: Natalie Russell)</td>
</tr>
<tr>
<td>Animation Practice 1</td>
<td>Animation Practice 2</td>
</tr>
<tr>
<td>Graphic Design Practice 1</td>
<td>Graphic Design Practice 2</td>
</tr>
<tr>
<td>Illustration Practice 1</td>
<td>Illustration Practice 2</td>
</tr>
<tr>
<td>Expansive Learning Module 30 credits</td>
<td>Alternative Futures 1 30 credits: select one module from:</td>
</tr>
<tr>
<td>Select one module from the Expansive Learning list below</td>
<td>DJ32004 Research and Creative Practice 1 (Module Leader: Chris Byrne)</td>
</tr>
<tr>
<td></td>
<td>DJ32005 Design Enterprise 1 (Module Leader: Prof Mike Press)</td>
</tr>
<tr>
<td></td>
<td>DJ32015 Communication Futures 1 (Module Leader: Polly Duplock)</td>
</tr>
<tr>
<td>Level 4</td>
<td></td>
</tr>
<tr>
<td>Alternative Futures 2</td>
<td></td>
</tr>
<tr>
<td>30 credits: (second part of Level 3 Semester 2 module)</td>
<td></td>
</tr>
<tr>
<td>DJ41001 Research &amp; Creative Practice 2 (Module Leader: Chris Byrne)</td>
<td></td>
</tr>
<tr>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>DJ41002 Design Enterprise 2 (Module Leader: Professor Mike Press)</td>
<td></td>
</tr>
<tr>
<td>Or</td>
<td></td>
</tr>
<tr>
<td>DJ41005 Communication Futures 2 (Module Leader: Polly Duplock)</td>
<td></td>
</tr>
<tr>
<td>DJ40005 Communication Design; Personal Projects &amp; Professional Standards 90 credits (Module Leader: Sharon Campbell)</td>
<td></td>
</tr>
</tbody>
</table>

**Expansive Learning Options:**

- DJ31001 Art, Science & Visual Thinking (Module Leader: Dr Paul Harrison)
- DJ31004 The Contemporary Portrait (Module Leader: Graham Fagen)
- DJ31005 Print & Printability (Module Leader: Arthur Watson)
- DJ31009 The Undiscovered Landscape (Module Leader: Dr Euan McArthur)
- DJ31014 Design Issues, Values & Ethics (Module Leader: Jackie Malcolm)
- DJ31015 Principles of Visual Effects (Module Leader: Professor Chris Rowland)
- DJ31017 Comic Art & Graphic Novels (Module Leader: Phil Vaughan)
- DJ31019 Critical Making, Function & Fabrication (Module Leader: Dr Frances Stevenson)
- DJ31039 Thinking Photography (Module Leader: Gair Dunlop)
- DJ31040 Squirrel, Badger, Hog, Fable (Module Leader: Eddie Summerton)
- DJ31041 Myth, Mystery, Meaning (Module Leader: Dr Shaleph O’Neill)
### Design & Craft 2015/6 (BDes - I&ED, Jewellery & Metal Design, Textile Design)

#### Semester 1
- **Level 1**
  - DJ11001 Foundation Studies 1 20 credits
  - DJ11002 Foundation Studies 2 20 credits
  - DJ11003 Foundation Studies 3 20 credits

- **Level 2**
  - DJ21006 Material Matters 40 credits (Module Leader: Jane Keith)
  - DJ21007 Change by Design 20 credits (Module Leader: Professor Mike Press)

- **Level 3**
  - DJ31012 Partnerships, Networks and Connections 1 30 credits (Module Leader: Andy Milligan)

  **Expansive Learning Module**
  - 30 credits
  - Select one module from the Expansive Learning list below

#### Semester 2
- **Level 4**
  - **Alternative Futures 1**
    - 30 credits: select one module from:
    - DJ32004 Research and Creative Practice 1 (Module Leader: Chris Byrne)
    - DJ32005 Design Enterprise 1 (Module Leader: Prof Mike Press)
  - DJ32003 Partnerships, Networks and Connections 2 30 credits (Module Leader: Linsey McIntosh)

  **Expansive Learning Options:**
  - DJ31001 Art, Science & Visual Thinking (Module Leader: Dr Paul Harrison)
  - DJ31004 The Contemporary Portrait (Module Leader: Graham Fagen)
  - DJ31005 Print & Printability (Module Leader: Arthur Watson)
  - DJ31009 The Undiscovered Landscape (Module Leader: Dr Euan McArthur)
  - DJ31014 Design Issues, Values & Ethics (Module Leader: Jackie Malcolm)
  - DJ31015 Principles of Visual Effects (Module Leader: Professor Chris Rowland)
  - DJ31017 Comic Art & Graphic Novels (Module Leader: Phil Vaughan)
  - DJ31019 Critical Making, Function & Fabrication (Module Leader: Dr Frances Stevenson)
  - DJ31039 Thinking Photography (Module Leader: Gair Dunlop)
  - DJ31040 Squirrel, Badger, Hog, Fable (Module Leader: Eddie Summerton)
  - DJ31041 Myth, Mystery, Meaning (Module Leader: Dr Shaleph O’Neill)
Social Digital 2015/6 (BSc - Digital Interaction Design & Product Design)

Semester 1

Level 1
DJ11009 Ways of Seeing
20 credits (Module Leader: Christine Kingsley)
DJ11007 Picture, Symbol, Icon
20 credits (Module Leader: Fraser Bruce)

Semester 2

DJ12008 Design Methods for Insight Gathering
20 credits (Module Leader: Christine Kingsley)
DJ12009 Introduction to Social Digital
40 credits (Module Leader: Dr Graham Pullin)

Level 2
DJ21013 Designing Social Networks (DlxD)
40 credits (Module Leader: Ewan Steel) Or
DJ21014 Technology for Designers (Product)
40 credits (Module Leader: Polly Duplock)

Level 3
AC21010 Data Visualisation (Processing) School of Computing
20 credits (Module Leader: Dr Rachel Menzies)

DJ31035 Interaction Design-Physical-Digital
30 credits (Module Leader: Dr Graham Pullin)

Expansive Learning Module
30 credits
Select one module from the Expansive Learning list below

Alternative Futures 1
30 credits: select one module from:
DJ32004 Research and Creative Practice 1
(Module Leader: Chris Byrne)
DJ32005 Design Enterprise 1
(Module Leader: Prof Mike Press)
DJ32015 Communication Futures 1 (Module Leader: Polly Duplock)

Level 4

DJ40009 Personal Honours Project
90 credits (Module Leader: Dr Chris Lim)

Alternative Futures 2
30 credits: (second part of Level 3 Semester 2 module)

DJ41001 Research & Creative Practice 2
(Module Leader: Chris Byrne) - Or

DJ41002 Design Enterprise 2
(Module Leader: Professor Mike Press) - Or

Expansive Learning Options:
DJ31001 Art, Science & Visual Thinking
(Module Leader: Dr Paul Harrison)
DJ31004 The Contemporary Portrait (Module Leader: Graham Fagen)
DJ31005 Print & Printability (Module Leader: Arthur Watson)
DJ31009 The Undiscovered Landscape
(Module Leader: Dr Euan McArthur)
DJ31014 Design Issues, Values & Ethics
(Module Leader: Jackie Malcolm)
DJ31015 Principles of Visual Effects (Module Leader: Professor Chris Rowland)
DJ31017 Comic Art & Graphic Novels
(Module Leader: Phil Vaughan)
DJ31019 Critical Making, Function & Fabrication
(Module Leader: Dr Frances Stevenson)
DJ31039 Thinking Photography
(Module Leader: Gair Dunlop)
DJ31040 Squirrel, Badger, Hog, Fable
(Module Leader: Eddie Summerton)
DJ31041 Myth, Mystery, Meaning
(Module Leader: Dr Shaleph O'Neill)
BIOMEDICAL SCIENCE PROGRAMME REGULATIONS

BSc ORDINARY DEGREES

BSc HONOURS DEGREES

MSCi

- Biological Sciences
- Biomedical Sciences

1. Introduction

These regulations are built upon a foundation derived from the Scottish Credit and Qualification Framework (SCQF). Awards are achieved by gaining credits at different levels during your period of study. The SCQF stipulates the number and level of credits that must be obtained to receive each possible award. Further explanation of the framework can be found at: http://www.scqf.org.uk/the-framework/

Undergraduate degrees or any lesser awards are gained by studying compulsory and optional modules, passing the associated assessments, acquiring the credits assigned to the modules and accumulating the number of credits required for the award.

2. An overview of the degree structure

2.1 Levels 1 and 2

All undergraduate degree programmes in the School of Life Sciences have a common structure and in level 1 and level 2 they all share the same core curriculum.

2.2 Levels 3 and 4

On progression to level 3, you have to decide which of two subject streams you wish to follow: Biological Sciences or Biomedical Sciences. In either stream, your choice of modules at level 3 and level 4 define the name of the degree with which you can graduate.

2.2.1 BSc Ordinary Degrees

Students leaving at the end of level 3 can graduate with a BSc Ordinary degree within the programme stream studied (i.e. Biological Sciences or Biomedical Sciences). BSc Ordinary degrees may be awarded ‘with distinction’ or ‘with merit’ in accordance with the University’s Assessment Policy for Taught provision (available at http://www.dundee.ac.uk/media/dundeewebsite/pbla/documents/policies/Assessment_Policy-2015.pdf)

Note that if you have graduated with an Ordinary Degree then you may not return to complete Honours in the School of Life Sciences, University of Dundee.

2.2.2 BSc Honours Degrees

Students enrolled on the Biological Sciences degree programme will graduate with honours in Biological Sciences either unqualified or with a qualification in parenthesis that reflects the specialised level 4 modules they have taken and the area of research of their level 4 project. The possible parenthetical specialisms are listed in the Student Information section of Life Sciences on MYDUNDEE.

Students enrolled on the Biomedical Sciences degree programme will graduate with honours either unqualified or with a qualification in parenthesis that reflects their choice of modules in level 3 and level 4. The possible parenthetical specialisms are listed in the Student Information section of Life Sciences on MYDUNDEE.
2.3 MSci

Transfer to the MSci degree normally takes place during level 3. Admission to the MSci programme is competitive, and requires continuously-maintained high grades (see section 4.2). There is a limit to the number of students who can be registered for the MSci, and this depends on the number of places available for the MSci project which runs in level 5.

2.3.1 MSci Degree

Students leaving with an undergraduate Masters degree at the end of level 5 will graduate with a classified named degree which reflects their level 4 module choices and the MSci project.

3. SCOTCAT credit requirements for School of Life Sciences degree programmes

Table 1 below shows the credit requirements for School of Life Sciences degree programmes at all levels. Please note that the compulsory modules run by the School of Life Sciences account for only 80 credits in level 1 and 100 credits in level 2. This means that in order to fulfil the SCQF credit requirements for your degree programme at these levels, additional modules, corresponding to a further 40 credits in level 1 and 20 credits in level 2, must be selected from the options available.

<table>
<thead>
<tr>
<th>Level of study</th>
<th>Compulsory credits in semester 1</th>
<th>Compulsory credits in semester 2</th>
<th>Additional credits required</th>
<th>Total credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1 (SCQF 7)</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>120</td>
</tr>
<tr>
<td>Level 2 (SCQF 8)</td>
<td>40</td>
<td>60</td>
<td>20</td>
<td>120</td>
</tr>
<tr>
<td>Level 3 (SCQF 9)</td>
<td>60</td>
<td>60</td>
<td>None</td>
<td>120</td>
</tr>
<tr>
<td>Level 4 (SCQF 10)</td>
<td>60</td>
<td>60</td>
<td>None</td>
<td>120</td>
</tr>
<tr>
<td>Level 5 (SCQF 11)</td>
<td>60</td>
<td>60</td>
<td>None</td>
<td>120</td>
</tr>
</tbody>
</table>

Module documentation is available on MYDUNDEE in My Groups and Communities;
Life Sciences Undergraduate Students: Useful Information.

4. Regulations for undergraduate degree programmes

4.1 Matriculation

4.1.1 Matriculation for new entrants

As a new entrant, your non-core module choices must be approved by your Advisor of Studies. If you wish to change your selection of non-core modules you must do so before the end of the second teaching week of each semester. Any changes to your selection of non-core modules or to your chosen degree programme must be authorised by your Advisor of Studies and approved by the appropriate Programme Lead(s).

4.1.2 Matriculation for returning students

Under normal circumstances, returning students can matriculate directly on-line.

However, if you have a credit deficit, or wish to change your degree programme, or have had a termination of studies appeal upheld, you MUST meet with the Programme Lead to review and consider your options prior to matriculating.
4.2 Transfer between degree programmes

4.2.1 Transfer from BSc Honours to MSci programmes

Transfer from BSc to MSci programmes is normally approved at the end of level 3 but can be earlier in exceptional circumstances. Transfer into any MSci programme is competitive and requires a minimum of a continuing B3 average AT FIRST ATTEMPT in all core modules throughout levels 1, 2 and 3. Students wishing to transfer to the MSci should indicate their intention to their Advisor of Studies during level 2 or level 3. There will be a general meeting for those who put themselves forward, and then individual meetings with a selection panel including members from the School’s Research Centres and Divisions, led by the MSci programme convenor(s), to discuss and, if appropriate, agree to transfer.

4.3 Progression requirements for BSc Honours and MSci programmes

4.3.1 For progression to level 2 in BSc Honours degree programmes you must have passed all core modules at Level 1 including BS11005 if you were required to take it. You should have accumulated a total of 120 credits prior to progressing to level 2.

4.3.2 For progression to level 3 in BSc Honours degree programme you must have accumulated a total of 240 credits including the 100 credits of core modules at level 2.

4.3.3 For progression to level 4 in all BSc Honours degree programmes:

You must have accumulated 360 credits of which 120 must be achieved at level 3.

4.3.4 Minimum requirements in order to be considered for transfer to MSci degree programmes in Level 4:

In order to be considered for transfer to one of the available MSci programmes you must have accumulated 360 credits, of which 120 must be gained at level 3 with a minimum combined grade average of B3 AT FIRST ATTEMPT. As the number of MSci places is limited by the availability of suitable projects, entry is competitive and cannot be guaranteed.

4.3.5 Progression requirements to level 5 for all MSci degree programmes: Progression to MSci is competitive and is subject to acceptance by a review panel. To be eligible for consideration you must have accumulated 480 credits, of which a minimum of 90 must be gained at level 4 with a minimum combined grade average of B3 across the modules taken at Level 4.

4.4 Failure to progress in BSc Honours or MSci programmes

4.4.1 Failure to progress to level 4 (BSc Honours)

If you are on a BSc Honours programme and have failed to progress to level 4 according to the criteria listed in section 4.3.3 above, you CANNOT gain entry to level 4 in any other way but will be eligible to graduate with a BSc Ordinary Degree (provided you have achieved 360 credits with a minimum of 60 credits at level 3). If you do not have the credits required to gain a BSc Ordinary Degree then, subject to the limitations set out in section 8.2, you are allowed to return to acquire the credits you need to achieve a BSc Ordinary Degree. However, you CANNOT gain entry to Honours by gaining higher grades in this repeat year.

4.4.2 Failure to progress to level 4 (MSci) If you are on an MSci programme and have failed to achieve the progression requirements for entry into level 4 according to the criteria listed in section 4.3.4, but have achieved the requirements for entry into Honours, you will be automatically moved from the MSci programme to the cognate BSc Honours programme. Please note that you CANNOT transfer back onto the MSci programme at a later stage of your studies.

4.4.3 Failure to progress to level 5 (MSci)
If you are on an MSci programme and have failed to achieve the progression requirements for entry into level 5 according to the criteria listed in section 4.3.5, but have passed all your assessments, you will graduate with the cognate named BSc Honours degree with the appropriate classification.

i. Failure to complete level 5 (MSci)

If you progress to level 5 but fail to complete your studies in level 5 you will graduate with the cognate named BSc Honours degree with the appropriate classification.

5. Module selection

Full lists of modules currently offered by the School of Life Sciences at each level are available on MYDUNDEE in My Groups and Communities; Life Sciences Undergraduate Students: Useful Information. The credit rating and entry requirements (pre-requisites) are given for each module.

6. Regulations for module assessments

6.1 Form of module assessments

The relative contribution of examinations and in-course assessments to an overall module grade is explained in the module handbook which is published on MY DUNDEE (the portal of the Blackboard™ virtual learning environment of the University of Dundee). Your overall module grade (see section 6.2 below) is calculated from your grades for all the assessed elements of the module, taking into account their individual weighting. You are deemed to have passed the module if you gain an overall pass grade and only then will you be awarded the credits for the module. Further details of the requirements for passing individual modules are given for each module on MYDUNDEE.

6.2 Grading of modules and module assessments

For individual assessments within modules as well as the overall module assessment, an alphabetical (literal) reporting scale is used according to the scheme shown in Table 2 which includes general descriptors, the corresponding Honours classification, and the associated aggregation scale. For further details see the University Assessment Policy for Taught Provision at:

Table 2: University of Dundee literal reporting scale for assessment

<table>
<thead>
<tr>
<th>Marking Scale</th>
<th>Associated Aggregation Scale</th>
<th>Descriptor</th>
<th>Honours Class (where appropriate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>23</td>
<td>Excellent</td>
<td>1st</td>
</tr>
<tr>
<td>A2</td>
<td>22</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A3</td>
<td>21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A4</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A5</td>
<td>19</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B1</td>
<td>18</td>
<td>Very Good</td>
<td>2(i)</td>
</tr>
<tr>
<td>B2</td>
<td>17</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B3</td>
<td>16</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C1</td>
<td>15</td>
<td>Good</td>
<td>2(ii)</td>
</tr>
<tr>
<td>C2</td>
<td>14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C3</td>
<td>13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D1</td>
<td>12</td>
<td>Sufficient</td>
<td>3rd</td>
</tr>
<tr>
<td>D2</td>
<td>11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D3</td>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MF1</td>
<td>9</td>
<td>Marginal Fail</td>
<td></td>
</tr>
<tr>
<td>MF2</td>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MF3</td>
<td>7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CF</td>
<td>5</td>
<td>Clear Fail</td>
<td></td>
</tr>
<tr>
<td>BF</td>
<td>2</td>
<td>Bad Fail</td>
<td></td>
</tr>
<tr>
<td>QF*</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>**</td>
<td>0</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*QF indicates that a student has not met the conditions required to have obtained an overall pass. You will find the conditions required for an overall pass in the individual module handbooks.

** Relevant descriptor selected from: CA (certified absence); AB (unauthorised absence); MC (medical certificate); WD (withdrawn); DC (discounted); ST (stopped); NM (not marked – generally used when penalties have been applied for plagiarism).

6.3 Penalties for late submission of module coursework

All unauthorised late submissions of coursework will be penalised by one numerical point on the marking scale per day, up to a maximum of 5 days late. In this regard, a day is defined as each 24-hour period following the prescribed submission deadline including weekends and holidays. Assignments submitted more than 5 days after the agreed deadline will receive a zero mark, with ‘AB (unauthorised absence or non-submission)’ being noted as part of the student record of achievement.

6.4 Eligibility to take module degree examinations

6.4.1 Eligibility to take a ‘resit’ assessment

If you have failed to meet the criteria for obtaining an overall pass grade for a module at levels 1, 2 or 3, you are eligible to ‘resit’ the assessment for that module in the second examination diet (see section 6.5 below). Students passing their Module at the resit (second diet) will have their module result capped at a D3.

Please note that there are NO RESITS allowed at level 4 (Honours) or level 5 (MSci), and that recourse to resit examinations in levels 1, 2 or 3 may in some cases affect your progression to MSci programmes (see section 4.3 above).
6.5 Timing of degree examinations

For all modules, you may attend the Degree Examination Diets only within the same academic year that you attended the module, unless you have been granted Extended Duly Performed status (EDP) (see section 6.5.3 below).

6.5.1 Level 5 MSci Thesis Assessment

MSci Thesis assessment will normally be concluded during the last week of Semester 2, during which students may need to be available to meet with the External Examiner. Resubmission of an MSci thesis that fails to meet the required standard is not normally permitted but will be considered on a case-by-case basis on the recommendation of the Examination Board.

6.5.2 Resit examinations/assessments (second diet)

There is a second examination diet in July for all modules at levels 1, 2 and 3 with the exception of level 1, semester 1. In the latter case, if you have not gained an overall module pass grade by December, you will have an opportunity to be reassessed on individual coursework elements during semester 2 of level 1. For all other modules, you may only attend the second diet of examinations if (a) you were absent for a valid reason from the first diet of examinations or (b) you are eligible for a resit examination subject to the conditions laid out in section 6.4.1 above. Your coursework grades carry forward to the second diet of examinations for the purpose of calculating your overall module grade.

Students passing their Module at the resit (second diet) will have their module result capped at a D3.

6.5.3 Failure in the second examination diet

If you fail one or more modules at resit in the second examination diet you may, provided that you have otherwise satisfied the progression requirements be (a) granted permission by the Associate Dean of Learning & Teaching, School of Life Sciences to make up to two further attempts at the examination(s)/assessment(s) in the following academic year without attending the class(es) or (b) permitted to repeat the module(s) in attendance during the following academic year (subject to timetable constraints). In the former case, you are deemed to have duly performed in the year you attended the module, so an ‘extended duly performed’ status (EDP) is awarded to enable you to defer the examination(s)/assessment(s) to a later year.

7. Degree classifications

7.1 BSc Ordinary degree merit and distinction criteria

A BSc Ordinary degree may be awarded ‘with distinction’ to candidates who have accumulated at least 120 credits at level 3 and have achieved a B3 or above in all modules at level 3. However, if failed modules have been retrieved through resubmissions or resits, an award of ‘with distinction’ will not be possible unless there are documented extenuating circumstances that have been considered and approved by the School’s Mitigating Circumstances Committee.

A BSc Ordinary degree may be awarded ‘with merit’ to candidates who have accumulated at least 120 credits at level 3 and have achieved a C3 or above in all modules at level 3. However, if failed modules have been retrieved through resubmissions or resits, an award of ‘with merit’ will not be possible unless there are documented extenuating circumstances that have been considered and approved by the School’s Mitigating Circumstances Committee.

7.2 BSc Honours degree classifications

BSc Honours degree classifications are primarily determined using the mechanism described in section 7.4 below. The degree class is determined using a combined average of the grades obtained for modules undertaken during levels 3 and 4, weighted 40%:60% for the two levels respectively.
*Please note that for the purposes of BSc Honours degree classification, level 3 modules that are undertaken as part of a level 4 programme of study are considered as level 4 modules.

7.3 MSc degree classifications

MSc degree classifications are primarily determined using the mechanism described in section 7.4 below. The degree class is determined using a combined average of the grades obtained for modules undertaken during levels 4 and 5, weighted 40%:60% for the two levels respectively. *Please note that for the purposes of MSc degree classification, level 3 modules that are undertaken as part of a level 4 programme of study are considered as level 4 modules.

7.4 The classification of BSc Honours and MSc degrees

For ALL BSc and MSc degrees, each component of assessment that contributes to the degree classification is assigned a grade on the literal scale (see Table 2 in section 6.2 above). As explained in sections 7.2 and 7.3 above, the primary determinant of degree classification is a stage-weighted grade average based on grades for modules undertaken in level 3 and 4 (or 4 and 5 for MSc programmes). For borderline cases, ‘rounding up’ may be used where appropriate, and grade preponderance may also be considered as a secondary measure (refer to the University’s Assessment Policy for Taught Provision for details).

7.4.1 Compensation and condonement

The School follows the University’s Assessment Policy for Taught Provision with regard to compensation and condonement.

7.4.2 Contribution of level 3, 4 or 5 modules taken and assessed by an external body

Where modules that contribute to level 3, 4 or 5 are taken and assessed through an external body (e.g. as part of a student exchange programme) the outcomes will not contribute to the weightings for degree honours classifications. Although the marks given by an external body will not count towards the final degree classification, they will be recorded in the student’s transcript of achievements. Credit achieved through study elsewhere will be recognised and awarded by the University, but the classification of honours will only be based on work that has been set and assessed by the University of Dundee.

7.4.3 Failure to complete degree examinations

If you are prevented by illness or other valid reason from beginning or completing part or all of the degree examinations which count directly towards your degree classification, the Board of Examiners may, at their discretion, award you either a classified or, unclassified degree. If the Board of Examiners do not consider that they have enough evidence to enable them to exercise such discretion, you may be permitted by the Associate Dean of Learning & Teaching, School of Life Sciences to take the examination(s) you have missed during a later examination period.

8. Duration of study for degrees

8.1 Advanced entry

Depending upon your previous grades, qualifications and experience, you may be granted advanced entry into level 2, level 3, or level 4, in which case you will be awarded 120 credits in recognition of your achievements at each level as outlined in Table 3 below.

Table 3: Credits awarded in recognition of prior achievement

<table>
<thead>
<tr>
<th>Level of entry</th>
<th>Maximum number of credits awarded on entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 2</td>
<td>120 at Level 1</td>
</tr>
<tr>
<td>Level 3</td>
<td>120 at Level 1 and 120 at Level 2</td>
</tr>
<tr>
<td>Level 4</td>
<td>120 at Level 1, 120 at Level 2 and 120 at Level 3</td>
</tr>
</tbody>
</table>
For example, if you have studied at another Further, or Higher, Education Institution, you may transfer credits that you have already gained. These may contribute at an appropriate level to your credit accumulation at the University of Dundee. The Associate Dean of Learning & Teaching, School of Life Sciences will determine the appropriate entry level and the number of credits.

8.2 Minimum progression requirements to avoid termination of studies

You are required to achieve a minimum of 80 credits per level to avoid having your studies discontinued ("Termination of Studies").

8.2.1 Termination of studies committees

If you fail to achieve the minimum standards shown in section 8.2 you may be required to discontinue your studies, in which event you have the right to appeal to the School Termination of Studies (Appeals) Committee. If your appeal is rejected by that committee it will then be reconsidered by the Senate Termination of Studies (Appeals) Committee.

8.2.2 Termination of studies appeals

If you find yourself liable to termination of studies, advice and information can be found at http://www.dundee.ac.uk/academic/tos.htm and you are strongly advised to take full advantage of the documentation available to help you with your appeal. It is also important to note that you MUST submit a letter of appeal, addressed to the Undergraduate Teaching Office of the School of Life Sciences, Carnelley Building, The University, Dundee DD1 4HN, marked for the attention of the Associate Dean for Learning and Teaching, within TEN DAYS of the date of receipt of a letter informing you that your studies are liable to termination. Your letter of appeal should be accompanied by any documents you wish to submit in support of it (e.g. medical certificate or letters of corroboration or support from third parties such as minister of religion, member of academic staff or any other person, for other grounds). If the School Termination of Studies Committee decide that your studies should be terminated, your letter of appeal, and any supporting documents, will be passed on to be considered by the Termination of Studies (Appeals) Committee of the University Senate.

8.2.3 General undergraduate appeals procedure

You have the right to appeal decisions regarding your performance (e.g. complaints concerning a grade or grades awarded for coursework, written examinations, theses or practical assessments including final Honours degree classifications) or progression within your degree programme (e.g. failure to pass modules, examinations or DP withdrawal), according to the appeals procedures detailed at: http://www.dundee.ac.uk/academic/dca/appeals/

In the first instance you should seek to resolve the complaint with the Associate Dean of Learning & Teaching, School of Life Sciences. Only if such resolution is unsuccessful shall referral be made to the Director of Academic and Corporate Governance, in writing, within FOUR WEEKS of the date on which you received notification of the decision against which the appeal is directed.

Such appeals, or complaints, shall not be considered unless they are based upon allegations of extenuating circumstances affecting the candidate's performance and of which the examiners were unaware when their decision was taken, or procedural irregularities (including administrative error) in the conduct of a written or oral examination of such a nature as to give rise to reasonable doubt whether the examiners would have reached the same conclusion had they not occurred, or prejudice or bias on the part of one or more of the examiners.

The letter of appeal must state all the grounds on which the student considers that the decision should be changed, the remedy which the student seeks and whether the student wishes to make oral representation at a hearing.
9. Interruptions to full-time study

9.1 Industrial placements

Some degrees offered by the School of Life Sciences include an optional training year in industry as an accredited element of the BSc Honours programme. Although training years are in addition to the normal 4 year programme, they are not counted as a year of attendance for the purposes of meeting the progression requirements shown in section 4.3 and section 8.2 above. Please note that since these training placements are part of your course, you still retain student status during the training year.

9.2 Taking a year out

If you have passed all your degree examinations to date you may, with the permission of the Associate Dean of Learning & Teaching, School of Life Sciences take one academic year out from your studies in order to enter appropriate employment, or training (called ‘deferring the year’). Extensions to a deferral of study beyond one academic year require further permission from the Associate Dean of Learning & Teaching, School of Life Sciences. Deferred years are not counted as attendance for the purposes of meeting the progression requirements shown in section 4.3 and section 8.2 above. However, they are not accredited elements of your BSc Honours programme, so your student status is temporarily withdrawn during your deferral of study.

9.3 Discounting a year for valid reasons

If you are prevented from completing your programme of study at any level by illness, or other valid reason, you may apply to the Associate Dean of Learning & Teaching, School of Life Sciences for permission to have the academic year discounted. The discounted year will not be counted as a year of attendance for the purpose of meeting the progression requirements shown in section 4.3 and section 8.2 above.

Please note that during your discounted year, your student status is temporarily withdrawn.

At Level 3, if you decide not to repeat the full diet of modules required for your degree route your intended award will be changed from the BSc Honours to a BSc Ordinary degree.

10. Procedures for dealing with unforeseen personal issues that have significantly affected academic performance

10.1 The School of Life Sciences Mitigating Circumstances Committee

If, during the course of your studies, you experience unforeseen and unavoidable circumstances that you believe have had a significant negative impact on your performance in coursework and/or examinations, you should submit your case (including supporting evidence where possible) in confidence for consideration by the School of Life Sciences Mitigating Circumstances Committee. The Mitigating Circumstances Committee meets in advance of the examination boards for modules and degrees to consider submissions made to the committee and makes recommendations to the Board of Examiners on the level of support that should be given in each case. In accordance with the Data Protection Act, no significant details of any submission to the Mitigating Circumstances Committee are revealed to the Board of Examiners. If a submission is not made to the Mitigating Circumstances Committee with respect to circumstances that you believe have had a significant negative impact on your performance in coursework and/or examinations, it will not normally be accepted as the basis of any subsequent appeal either to the Associate Dean of Learning & Teaching, School of Life Sciences or to the School Termination of Studies Committee.

10.2 Assistance that can be justified on the basis of a Mitigating Circumstances Committee recommendation.
Mitigating Circumstances Committee recommendations may be used by Boards of Examiners to justify adjustments that beneficially affect either a student’s pass/fail status for the module, their progression in their degree programme or their degree classification. In the case of changes to a student’s overall module grade, the extent of any grade adjustment is at the discretion of the Board of Examiners, but will not normally be greater than a single grade point (e.g. MF1 to D3 or C1 to B3). Alternatively, in circumstances where a student has failed a module and the Board of Examiners do not consider that the Mitigating Circumstances Committee recommendation justifies amending a fail grade to a D3 pass, they may decide to allow the student to re-take the examination in the second diet in August as if it were a first attempt.
**ENGINEERING, PHYSICS AND MATHEMATICS PROGRAMME REGULATIONS**

- BEng CIVIL ENGINEERING
- MEng CIVIL ENGINEERING

**INTRODUCTION**

The Degree Regulations provide a set of rules which govern the process leading to the award of a Certificate, Diploma or a Degree. Any special case which is not covered by these Regulations should be referred to the Director of Policy, Governance and Legal Affairs for a ruling.

**DEGREE REGULATIONS**

1. **Definitions**

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Entry</td>
<td>Permission to enter directly into Level 2, 3 or 4</td>
</tr>
<tr>
<td>[S1] Module</td>
<td>Module taught in semester 1</td>
</tr>
<tr>
<td>[S2] Module</td>
<td>Module taught in semester 2</td>
</tr>
<tr>
<td>[Y] Module</td>
<td>Module taught in semester 1 and 2</td>
</tr>
<tr>
<td>Compensation</td>
<td>The process by which a board of examiners may decide that a strong performance by a student in one part of the curriculum may be used as the basis for the award of credit in respect of a failed performance elsewhere.</td>
</tr>
<tr>
<td>Condonement</td>
<td>The process by which a board of examiners, in consideration of the overall performance of a student, decides that without incurring a penalty, a part of the programme that has been failed need not be redeemed.</td>
</tr>
<tr>
<td>Degree Examination</td>
<td>Comprises those component assessments which count towards the overall mark for a module</td>
</tr>
<tr>
<td>Degree Examination Diet</td>
<td>Period set aside for holding examinations which form the final component of Degree Examinations</td>
</tr>
<tr>
<td>Degree Programme</td>
<td>Comprises those modules taken at several Levels which fulfil the requirements for the award of a degree</td>
</tr>
<tr>
<td>Duly Performed (DP) status</td>
<td>Is achieved through satisfactory participation in all aspects of the module. Withdrawal of DP status means you are barred from taking the final assessment component in a module</td>
</tr>
<tr>
<td>Extended DP (EDP) status</td>
<td>Permission to sit a failed degree examination in the following session without attending classes in a module</td>
</tr>
<tr>
<td>Essential Module</td>
<td>An obligatory module in a degree programme</td>
</tr>
<tr>
<td>Minimum Progression</td>
<td>Defines the minimum credits you need to accumulate at the end of each year of attendance to avoid being subject to termination of studies</td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
</tr>
<tr>
<td>Named Degree</td>
<td>Titled degree awarded on completion of 360 credits (e.g. BSc in Physics)</td>
</tr>
<tr>
<td>Un-named Degree</td>
<td>Untitled degree awarded on completion of 360 credits (e.g. BSc)</td>
</tr>
<tr>
<td>Prerequisite</td>
<td>Qualification required for eligibility to take a module, programme of study or degree programme</td>
</tr>
</tbody>
</table>
Programme of Study | The modules taken in any one year
---|---
Satisfactory Attendance | Participation in a module in such a manner as to ensure that DP status is not withdrawn
Teaching Period | One half of the teaching year i.e. Semester 1 or 2
Total Accumulated Credit (TAC) | Aggregate of credits achieved
Year of Attendance | Counts towards the number of years enrolled on the programme

2. **Awards**

2(1) **Credit Rating of an Award**

You may receive an award only by (i) withdrawing from study in the case of the certificate and diploma award and (ii) graduating in the case of a degree award. The award will only be at the highest level of qualification to which your Total Accumulated Credit (TAC) entitles you.

2(2) **Certificate of Higher Education (Science)**

- Certificate of Higher Education (Engineering)
- TAC required: 120 credits with a minimum of 90 credits at Level 1

2(3) **Diploma of Higher Education (Science)**

- Diploma of Higher Education (Engineering)
- TAC required: 240 credits with a minimum of 90 credits at Level 2

2(4) **BSc Un-named**

- BEng Un-named
- TAC required: 360 credits with a minimum of 60 credits at Level 3

2(5) **BSc Named** (refer to 2(8) & 2(10) below)

- BEng Named (refer to 2(9) below)
- TAC required: 360 credits with a minimum of 120 credits at Level 3

2(6) **BSc with Honours**

- BEng with Honours
- TAC required: 480 credits with a minimum of 120 credits at Level 3 and a minimum of 90 credits at Level 4

2(7) **MSci with Honours**

- MEng with Honours
- MMath with Honours
- TAC required: 600 credits with a minimum of 100 credits at Level 5

2(8) **List of Named BSc Degrees**

- Mathematics (single or joint degrees, e.g. Mathematics and Physics)
- Mathematical Biology
- Physics
- Physics with Renewable Energy Science
2(9) **List of Named BEng Degrees**
- Civil Engineering
- Civil Engineering and Management
- Electronic Engineering
- Electronic Engineering and Physics
- Mechanical Engineering
- Mechanical Engineering with Renewables

2(10) **List of Named MEng Degrees**
- Civil Engineering, Design and Management
- Mechanical Engineering
- Electronic Engineering and Physics

2(11) **List of Named MSci Degrees**
- Mathematical Biology
- Physics
- Physics with Renewable Energy Science

2(12) **List of Named MMath Degrees**
- Mathematics

2(13) **List of Named Joint BSc Degrees**
May be awarded (subject to timetable constraints) for completion of 120 credits at Level 3 in two permitted combinations (i.e. where a corresponding joint honours programme exists within the School) from the following list:
- Accountancy
- Economics
- Financial Economics
- Mathematics
- Physics
- Psychology

2(14) **Studying Modules Outside the School**
If permitted in your Degree Programme, attendance at modules offered outside the College and accrual of the corresponding credits will be accepted as equivalent to completion of School modules at the same Level. Unless required in your degree programme, you may normally gain no more than 40 credits at Levels 1 and 2 and no more than 60 credits at Level 3 from outside the School.

2(15) **Minimum and Maximum Credits per academic session**
The normal undergraduate student load is 120 credits for full time attendance.

Students are permitted to take in any one academic session:
- A minimum of one module which may be as low as 10 credits (please note that to be classed as a full-time, a student must take at least 80 credits in an academic session)
- A maximum of 160 credits

3. **Degree Programmes**
3(1) **Programme of Study**
Each year, you must have your Programme of Study approved by your Adviser of Studies no later than the end of the second week of Semester 1. Changes to your programme for Semester 1 will
not be permitted after this deadline. Changes to your programme involving modules which begin in Semester 2 can be made only with the permission of your Adviser of Studies and then no later than the end of the second week of Semester 2. Changes beyond these deadlines can be made only with the consent of the Director of Studies and then only in exceptional circumstances.

3(2) Essential Modules for Degree Programmes

(i) For each Degree Programme, the essential modules which must be taken at Levels 1 to 5 are listed in the Programme Guides which are available on the School MyDundee site. Where these essential modules total less than 120 credits at a given level and you are a full-time student, you must select additional modules to bring your total up to 120 credits, which constitutes the minimum workload in an academic year for a full-time student. Prerequisites for each essential module are also listed in the Programme Guides. The requirement for prerequisites for any module may only be waived by special permission of Programme Board and Director of Studies.

(ii) Degree programmes in more than one discipline can be studied as either (a) a joint degree (denoted by the use of ‘and’ in the title, for example, Mathematics and Physics in which the weighting is normally approximately 50% in each subject), or (b) a ‘with’ degree (for example, Physics with Psychology in which the academic weighting is approximately 75% in favour of Physics).

3(3) Satisfactory Attendance

(i) Satisfactory Attendance in all components of a module is a requirement for eligibility to take the degree examination. These include lectures, laboratory work, field work, assignments and class examinations. If your attendance is deemed unsatisfactory you may be stopped from taking any further assessment component in that module by having your DP (duly performed) status withdrawn.

(ii) If you miss a class or assessment you must complete a Self-Certification of Absence Form and return it to the School Reception within seven days of the absence. If you have planned absence then a more general Leave of Absence Form covering the whole period of absence must be submitted. This should ideally be submitted prior to any planned absences or within seven days in the case of unplanned absences.

3(4) Mitigating Circumstances

It is your responsibility to report unforeseen and unavoidable circumstances that may have or have had a serious impact on your performance in assessment or examination in advance of the meeting of the Board of Examiners, by applying for Mitigating Circumstances. Mitigating Circumstances which are disclosed only after poor performance or failure in your degree examinations will not normally be considered as a reason for reconsidering your performance.

3(5) Continuous Absence

Except with the consent of the Programme Leader and/or Director of Studies, you may not take a degree examination in a module if you have been absent, excluding vacations, for a continuous period of six weeks or more for a [Y] module or three weeks or more for an [S1] or [S2] module.

3(6) Module Assessment

For every module, the nature of the component assessments (e.g. coursework assignments, laboratory reports, class examinations, final examinations, etc) and the manner in which your performance in these counts towards your overall grade for the module will be explained in information given to you by the Module Organiser (e.g. student handbooks, module guides, programme guide).
Grading of Degree Examinations

For each module, the Board of Examiners will decide on your overall module grade according to the University marking scheme.

Degree Examination Diets

(i) For any module, you may attend the Degree Examination Diets only within the same academic year that you attend the module unless granted Extended Duly Performed (EDP) status.

(ii) In Level 1 there is one examination diet at the end of Semester 2 and one resit diet after semester 2. In Levels 2 and 3 there are Degree Examination Diets at the end of each semester and one resit diet after semester 2. In Levels 4 and 5 there are Degree Examination Diets but no resit diet.

(iii) Results given after the first diet in Semester 1 are provisional and will not be approved until after the Board of Examiners' meeting following the second diet of examinations.

(iv) During Levels 1 to 3 you will be required to resit only the component of the degree examination which you have failed.

(v) For any module, you may attend the resit diet only if you attended the first diet and failed. Where a module does not have a degree examination, and you have not passed the coursework, you may either be required to submit coursework or take a degree examination at the resit diet in order to pass the module.

(vi) Only in the case where Mitigating Circumstances were recognised through the Mitigating Circumstances committee would a student be permitted to take an examination as a first attempt at the resit diet.

(vii) Failure to attend any assessment/examination without Mitigating Circumstances may result in you not being permitted to sit the assessment/examination during the resit diet. The consequence being that you would be required to take a year out to ‘pick up’ the outstanding module(s).

(viii) Where Level 3 modules count towards final Honours Classification any pass achieved at the resit diet will be capped at 40% (D3).

Degree Examinations for Levels 1 – 3 of a Degree Programme

Only if you are awarded an overall pass grade will you be deemed to have passed the degree examination in, and awarded the credits for, any module. In exceptional circumstances the Board of Examiners may at their discretion allow grades to be compensated or condoned. In doing so, confirmation is given that the student has satisfied the requirements of the module(s).

Failure at a Resit Diet

If you fail a module or modules at the resit diet, and are not eligible for termination, you may be (i) permitted to re-attend the module(s) during the following academic year or (ii) granted EDP status. In this situation approval of the Module Leader and satisfactory completion of the matriculation schedule are required in order to be enrolled on the module(s).
3(11) Results of Final Degree Assessments

(i) The proportion of marks allocated towards degree classification are detailed in the table below:

<table>
<thead>
<tr>
<th>Degree</th>
<th>3rd year %</th>
<th>4th year %</th>
<th>5th year %</th>
</tr>
</thead>
<tbody>
<tr>
<td>All BEng Degrees (including Electronics and Computing)</td>
<td>25%</td>
<td>75%</td>
<td>-</td>
</tr>
<tr>
<td>All MEng Degrees (Electronics and Civil)</td>
<td>15%</td>
<td>42.5%</td>
<td>42.5%</td>
</tr>
<tr>
<td>MSci Physics /Physics with Renewable Energy Science</td>
<td>33.3%</td>
<td>33.3%</td>
<td>33.3%</td>
</tr>
<tr>
<td>MSci Physics or Mathematical Biology/MMath</td>
<td>30%</td>
<td>30%</td>
<td>40%</td>
</tr>
<tr>
<td>BSc Single and Joint Honours Degrees</td>
<td>50%</td>
<td>50%</td>
<td>-</td>
</tr>
</tbody>
</table>

(ii) Upon completion of your final degree examinations/assessments at Level 4 or 5 you will be awarded one of the following degree classifications by the relevant Board of Examiners:

<table>
<thead>
<tr>
<th>Title of Award</th>
<th>Honours Degree Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSci or MEng or MMath with Honours</td>
<td>1st, 2.1, 2.2</td>
</tr>
<tr>
<td>BSc or BEng with Honours</td>
<td>1st, 2.1, 2.2, 3rd</td>
</tr>
<tr>
<td>BSc or BEng without Honours (Named)</td>
<td>Unclassified</td>
</tr>
</tbody>
</table>

(iii) In addition to the overall average mark there is a requirement that your overall performance is taken into account as detailed below. This means that even if you get an average of over 70% (A3) but have one mark less than 50% (B3) you may not be eligible for a first class degree.

| 1st                                                | grades at A3 or above in at least 50% of total assessment |
|                                                   | grades at B3 or above in at least 75% of total assessment |
|                                                   | grades at C3 or above in 100% of total assessment        |
| 2/1                                                | grades at B3 or above in at least 50% of total assessment |
|                                                   | grades at C3 or above in at least 75% of total assessment |
|                                                   | grades at D3 or above in 100% of total assessment        |
| 2/2                                                | grades at C3 or above in at least 50% of total assessment |
|                                                   | grades at D3 or above in at least 75% of total assessment |
| 3                                                  | grades at D3 or above in at least 75% of total assessment |

3(12) Failure in Final Degree Examinations at Level 4 and 5

The Board of Examiners may, at their discretion, award a degree in accordance with 3(11) by applying condonement to a failed module or modules.

3(13) Failure to Complete Degree Examinations through illness
If you are prevented by illness from beginning or completing part or all of the degree examinations at Level 4 or 5 which count towards your Honours Degree Classification, the Examiners may, at their discretion, award you a classified or unclassified Honours (Aegrotat) Degree. If the Examiners do not consider that they have enough evidence to enable them to exercise such discretion you might be permitted by the Dean and Director of Studies to take the examination(s) at a later period of examination.

3(14) Failure at Level 5

If you fail to achieve a 2.2 Honours classification in the final examinations for the MEng/MSci/MMath Honours degree, you may, at the discretion of the Board of Examiners, be awarded (i) a classified BEng/BSc Honours degree or (ii) an unclassified BEng/BSc Honours degree.

3(15) Branches of Honours

On completion of the final examinations for the award of an Honours Degree, you are not permitted to be re-examined in the same branch of Honours.

4. Duration of Studies for an Award

4(1) Advanced Entry

(i) If on entry to a degree programme you hold qualifications approved by the Admissions Officer, you may be granted advanced entry. The following table defines the maximum Total Accumulated Credit (TAC) you will be awarded on entry to a particular Level as a full-time student:

<table>
<thead>
<tr>
<th>Advanced Entry to:</th>
<th>TAC awarded on entry:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 2</td>
<td>120 credits at Level 1</td>
</tr>
<tr>
<td>Level 3</td>
<td>120 credits at each of Levels 1 and 2</td>
</tr>
<tr>
<td>Level 4</td>
<td>120 credits at each of Levels 1, 2 and 3</td>
</tr>
</tbody>
</table>

(ii) If your previous qualifications entitle you to accumulated credits other than multiples of 120, you may enter as a part-time student for your first year of attendance and take sufficient credits to bring your TAC up to 120, 240 or 360 credits if studying at Level 1, Level 2 or Level 3 respectively.

4(2) Minimum Requirements to Avoid Termination of Studies

(i) The minimum requirements for full-time students at the end of a given year of attendance are:

<table>
<thead>
<tr>
<th>Entry Level 1</th>
<th>Advanced Entry Level 2</th>
<th>Advanced Entry Level 3</th>
<th>Advanced Entry Level 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed Year of Attendance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minimum Required TAC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>First: 60</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Second: 120</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Third: 240</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fourth: 360</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fifth: 480</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>First: 180</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Second: 240</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Third: 360</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fourth: 480</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Third: 480</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>First: 480</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
(ii) The minimum requirements for part-time students (half load for programme of study) at the end of a given year of attendance are:

<table>
<thead>
<tr>
<th>Entry Level 1</th>
<th>Advanced Entry Level 2</th>
<th>Advanced Entry Level 3</th>
<th>Advanced Entry Level 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed Year of Attendance</td>
<td>Minimum Required TAC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Second: 60</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fourth: 120</td>
<td>Second: 180</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sixth: 240</td>
<td>Fourth: 240</td>
<td>Second: 300</td>
<td></td>
</tr>
<tr>
<td>Eighth: 360</td>
<td>Sixth: 360</td>
<td>Fourth: 360</td>
<td></td>
</tr>
<tr>
<td>Tenth: 480</td>
<td>Eighth: 480</td>
<td>Sixth: 480</td>
<td>Second: 480</td>
</tr>
<tr>
<td>Twelfth: 600</td>
<td>Tenth: 600</td>
<td>Eighth: 600</td>
<td>Fourth: 600</td>
</tr>
</tbody>
</table>

(iii) If you fail to achieve the minimum standards shown in Regulation 4(2) you may be eligible to be terminated in your studies, in which event you will have the right to appeal to the School Termination of Studies (Appeals) Committee.

If your appeal is rejected by this Committee, you have the right to submit an appeal to the Senate Termination of Studies (Appeals) Committee. Students should refer to the Undergraduate Appeal Guidelines on the University of Dundee website for specific details.

(iv) If your studies for a degree are terminated you will not be permitted to transfer to another degree programme in the same School without the written permission of the Director of Studies and relevant Programme Leader.

4(3) Progression into Level 4

Progression into Level 4 is dependent on accumulating 360 credits with a minimum of 120 credits at Level 3 and having passed all compulsory modules. This is a requirement for all Honours Degree programmes (BEng/MEng/BSc/MSci/MMath) within the School.

4(4) Progression into Level 5

(i) Progression into Level 5 is dependent on accumulating 480 credits with a minimum of 120 credits at Level 4, having passed all compulsory modules with all modules passed at the first attempt with an overall average of at least C3 (55%). This is a requirement for all level 5 Honours Degree programmes (MEng/MSci/MMath) within the School.

(ii) Progression from Level 4 to 5 may be allowed, at the discretion of the Board of Examiners, by applying condonement to a failed module or modules taken at Level 4.

4(5) Transfer from BEng/BSc Programmes to MEng/MSci/MMath Programmes

See regulation 4(4)(i).

4(6) Transfer from MEng/MSci/MMath Programmes to BEng/BSc Programmes

1. Transfer from a MEng/MSci/MMath programme to a corresponding BEng/BSc programme on completion of the Level 2 or Level 3 programme of study, will be based on failure to achieve a
pass in all modules at first attempt and/or failure to obtain an overall average of at least C2 (55%).

2. On completion of the final assessment at Level 4 and failure to achieve an average of C2 (55%) or better you may, subject to the approval of the Board of Examiners, be required to graduate with a BEng/BSc Honours Degree, classified in accordance with Regulation 3(11) and 3(12).

4(7) **Taking a Year Out**

If you have passed all your Degree Examinations to date, you may, with the permission of the Dean of School and Programme Convener, take one academic year from your studies in order to enter appropriate employment or training. Extension of this absence beyond one academic year requires the permission of the Director of Studies and Programme Leader. The year(s) of non-attendance will not be counted as a year(s) of attendance for the purpose of meeting progression requirements.

4(8) **Discounted Year**

If you are prevented from completing a programme of study at any level through Mitigating Circumstances, you may have the academic year discounted with the permission of the Director of Studies and relevant Programme Leader. The discounted year will not be counted as a year of attendance for the purpose of meeting progression requirements.

4(9) **Minimum Periods of Study in Academic Years for Full-time Students**

<table>
<thead>
<tr>
<th>Award</th>
<th>Level 1 Entry</th>
<th>Level 2 Entry</th>
<th>Level 3 Entry</th>
<th>Level 4 Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSci/MEng/MMath with Honours</td>
<td>5(10)</td>
<td>4(8)</td>
<td>3(6)</td>
<td>2(4)</td>
</tr>
<tr>
<td>BSc/BEng with Honours</td>
<td>4(8)</td>
<td>3(6)</td>
<td>2(4)</td>
<td>1(2)</td>
</tr>
<tr>
<td>BSc/BEng without Honours (Named)</td>
<td>3(6)</td>
<td>2(4)</td>
<td>1(2)</td>
<td>n/a</td>
</tr>
<tr>
<td>BSc/BEng without Honours (Un-named)</td>
<td>3(6)</td>
<td>2(4)</td>
<td>1(2)</td>
<td>n/a</td>
</tr>
<tr>
<td>Dip HE Sci/Eng</td>
<td>2(4)</td>
<td>1(2)</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Cert HE Sci/Eng</td>
<td>1(2)</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

(Part-time students in brackets)

(iv) **Syllabus of Modules and Examinations**

Indicative content and examination requirements for each module are stated in the set of module specifications and programme guides which can be accessed at the School of Engineering, Physics and Mathematics MyDundee School site.

(v) **Calculators**

Only an approved calculator may be used in degree examinations. The detail of approved calculators is available on the School of Engineering, Physics and Mathematics MyDundee School site.
SCHOOL OF EDUCATION & SOCIALWORK PROGRAMME REGULATIONS

1. INTRODUCTION

These Regulations specify the minimum requirements the student must meet in terms of: admission; academic requirements including progression, attendance and participation, withdrawal, and termination of studies; assessment; and programme management. The student Programme Handbook provides additional guidance to support students.

Please note that additional requirements may operate for individual programmes. These can be found in the appropriate Programme Handbook.

2. ENTRANCE REQUIREMENTS

2.1 In order to be admitted to a programme the student will be required to have obtained entrance qualifications as determined and approved by the School Board, taking account, where necessary, of any requirements specified by an appropriate professional body. Entrance qualification requirements are specified annually in University publicity materials. If at any time during studies the student is found to have provided false information about the qualifications presented for admission to the programme, studies may be terminated. (See Regulation 3.4)

2.2 Appropriate qualifications and/or experience may entitle the student to admission to an advanced year of the programme. Advanced entry admissions decisions are made by the Dean in accordance with the University and School Policy and Guidance on Recognition of Prior Learning.

2.3 In order to be admitted to a programme which is professionally accredited the student will be required to satisfy the requirements of the Police Act 1997, Part V. This requires the student to register for the Scottish Government Protecting Vulnerable Groups Scheme. If the student does not meet the requirements of the School or any appropriate professional body in respect of criminal record disclosure, studies will be terminated. (See Regulation 3.4)

2.4 If the student is required to have obtained registered status with a professional body in order to be admitted to the programme, the student will be required to retain registered status for the duration of studies. If the student loses registered status, studies may be terminated. (See Regulation 3.4)

2.5 Students shall be required to matriculate in each year of study and pay the required fee.

3. ACADEMIC REQUIREMENTS - GENERAL

3.1 General progression requirements

3.1.1 In order to progress or to complete a programme and become eligible for an award, the student must satisfy the Board of Examiners that they have met the minimum accumulated credit requirements for the programme as outlined in the appropriate table on pages 5 and 6.

Progression to a subsequent year of study requires the student to have gained the minimum accumulated credit set out in the table. However, in the event the student fails a module, following approval of the Board of Examiners, they must retake it in the subsequent year of study (or take such other equivalent module as may be appropriate to the programme requirements and approved by the relevant Programme Director and Board of Examiners) in addition to the normal programme of work for that year. See Section 4, on Assessment, for further guidance.
<table>
<thead>
<tr>
<th>Programme</th>
<th>BA Childhood Practice / BA Childhood Studies</th>
<th>BA Professional Development (all pathways)</th>
<th>BA(Hons) Community Learning &amp; Development</th>
<th>BA(Hons) Social Work</th>
<th>MA(Hons) Education</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Entrance Requirements</strong></td>
<td><a href="http://www.dundee.ac.uk/study/ug/childhoodpracticechildhoodstudies/#info-entry-requirements">http://www.dundee.ac.uk/study/ug/childhoodpracticechildhoodstudies/#info-entry-requirements</a></td>
<td><a href="http://www.dundee.ac.uk/study/ug/professionaldevelopment/#info-entry-requirements">http://www.dundee.ac.uk/study/ug/professionaldevelopment/#info-entry-requirements</a></td>
<td><a href="http://www.dundee.ac.uk/study/ug/communitylearninganddevelopment/#info-entry-requirements">http://www.dundee.ac.uk/study/ug/communitylearninganddevelopment/#info-entry-requirements</a></td>
<td><a href="http://www.dundee.ac.uk/study/ug/socialwork/#info-entry-requirements">http://www.dundee.ac.uk/study/ug/socialwork/#info-entry-requirements</a></td>
<td><a href="http://www.dundee.ac.uk/study/ug/education/#info-entry-requirements">http://www.dundee.ac.uk/study/ug/education/#info-entry-requirements</a></td>
</tr>
<tr>
<td><strong>Mode of Delivery</strong></td>
<td>Part-time Distance Learning</td>
<td>Part-time Distance Learning</td>
<td>Full-time Campus Based</td>
<td>Full-time Campus Based</td>
<td>Full-time Campus Based</td>
</tr>
<tr>
<td><strong>Credits per year</strong></td>
<td>60 credits</td>
<td>60 credits</td>
<td>120 credits</td>
<td>120 credits</td>
<td>120 credits</td>
</tr>
<tr>
<td><strong>Accreditation Body</strong></td>
<td>Scottish Social Services Council</td>
<td>n/a</td>
<td>CLD Standards Council Scotland</td>
<td>Scottish Social Services Council</td>
<td>General Teaching Council Scotland</td>
</tr>
<tr>
<td><strong>Practice</strong></td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Attendance</strong></td>
<td>Not monitored</td>
<td>Not monitored</td>
<td>Attendance or participation in any module (including practice) must be above 80%</td>
<td>Attendance or participation in any module (including practice) must be above 80%</td>
<td>Attendance or participation in any module (including practice) must be above 80%</td>
</tr>
<tr>
<td><strong>Protecting Vulnerable Groups</strong></td>
<td>n/a</td>
<td>n/a</td>
<td>Satisfy the requirements of the Police Act 1997, Part V. and registration for the Scottish Government Protecting Vulnerable Groups Scheme</td>
<td>Satisfy the requirements of the Police Act 1997, Part V. and registration for the Scottish Government Protecting Vulnerable Groups Scheme</td>
<td>Satisfy the requirements of the Police Act 1997, Part V. and registration for the Scottish Government Protecting Vulnerable Groups Scheme</td>
</tr>
<tr>
<td><strong>SCQF Level 7</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Credits awarded on entry</strong></td>
<td>Varies according to point of entry</td>
<td>Varies according to point of entry</td>
<td>None</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>Programme</td>
<td>BA Childhood Practice / BA Childhood Studies</td>
<td>BA Professional Development (all pathways)</td>
<td>BA(Hons) Community Learning &amp; Development</td>
<td>BA(Hons) Social Work</td>
<td>MA(Hons) Education</td>
</tr>
<tr>
<td>----------</td>
<td>---------------------------------------------</td>
<td>------------------------------------------</td>
<td>------------------------------------------</td>
<td>---------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>SCQF Level 8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Credits awarded on entry</td>
<td>120 at Level 7</td>
<td>120 at Level 7</td>
<td>120 at Level 7</td>
<td>120 at Level 7</td>
<td>120 at Level 7</td>
</tr>
<tr>
<td>Minimum period of study for award</td>
<td>2 years*</td>
<td>2 years*</td>
<td>1 year</td>
<td>1 year</td>
<td>1 year</td>
</tr>
<tr>
<td>Minimum credits required for progression</td>
<td>n/a</td>
<td>n/a</td>
<td>220</td>
<td>220 including 40 in practice**</td>
<td>220 including 40 in practice**</td>
</tr>
<tr>
<td>Minimum accumulated credits required for award</td>
<td>240 with 90 at Level 8 or above</td>
<td>240 with 90 at Level 8 or above</td>
<td>240 with 90 at Level 8 or above</td>
<td>240 with 90 at Level 8 or above</td>
<td>240 with 90 at Level 8 or above</td>
</tr>
<tr>
<td>Title of exit award</td>
<td>Diploma of HE</td>
<td>Diploma of HE</td>
<td>Diploma of HE</td>
<td>Diploma of HE</td>
<td>Diploma of HE</td>
</tr>
<tr>
<td>SCQF Level 9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Credits awarded on entry</td>
<td>120 at Level 7 and 120 at Level 8</td>
<td>120 at Level 7 and 120 at Level 8</td>
<td>120 at Level 7 and 120 at Level 8</td>
<td>120 at Level 7 and 120 at Level 8</td>
<td>120 at Level 7 and 120 at Level 8</td>
</tr>
<tr>
<td>Minimum period of study for award</td>
<td>2 years*</td>
<td>2 years*</td>
<td>1 year</td>
<td>1 year</td>
<td>1 year</td>
</tr>
<tr>
<td>Minimum credits required for progression</td>
<td>n/a</td>
<td>n/a</td>
<td>100 including 20 in practice**</td>
<td>100</td>
<td>100 including 20 in practice**</td>
</tr>
<tr>
<td>Minimum accumulated credits required for award</td>
<td>120 with 90 at Level 7 or above</td>
<td>120 with 90 at Level 7 or above</td>
<td>120 with 90 at Level 7 or above</td>
<td>120 with 90 at Level 7 or above</td>
<td>120 with 90 at Level 7 or above</td>
</tr>
<tr>
<td>Title of exit award</td>
<td>Certificate of HE</td>
<td>Certificate of HE</td>
<td>Certificate of HE</td>
<td>Certificate of HE</td>
<td>Certificate of HE</td>
</tr>
<tr>
<td>Minimum credits required for progression</td>
<td>n/a</td>
<td>n/a</td>
<td>360 including 40 in practice at level 9**</td>
<td>360 including 40 in practice at level 9**</td>
<td>360 including 20 in practice at level 9**</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>-----</td>
<td>-----</td>
<td>------------------------------------------</td>
<td>------------------------------------------</td>
<td>------------------------------------------</td>
</tr>
<tr>
<td>Minimum accumulated credits required for award</td>
<td>360 with 90 at Level 9</td>
<td>360 with 90 at Level 9</td>
<td>360 with 60 at Level 9</td>
<td>360 with 60 at Level 9</td>
<td>360 with 60 at Level 9</td>
</tr>
<tr>
<td>Title of exit award</td>
<td>BA Childhood Practice / BA Childhood Studies</td>
<td>BA Professional Development</td>
<td>BA</td>
<td>BA</td>
<td>BA</td>
</tr>
<tr>
<td>SCQF Level 10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Credits awarded on entry</td>
<td>n/a</td>
<td>n/a</td>
<td>120 at Level 7, 120 at Level 8 and 120 at Level 9</td>
<td>120 at Level 7, 120 at Level 8 and 120 at Level 9</td>
<td>120 at Level 7, 120 at Level 8 and 120 at Level 9</td>
</tr>
<tr>
<td>Minimum period of study for award</td>
<td>n/a</td>
<td>n/a</td>
<td>1 year</td>
<td>1 year</td>
<td>1 year</td>
</tr>
<tr>
<td>Minimum credits required for progression</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Minimum accumulated credits required for award</td>
<td>n/a</td>
<td>n/a</td>
<td>480 with 180 at Levels 9 and 10 and 90 at Level 10</td>
<td>480 with 180 at Levels 9 and 10 and 90 at Level 10</td>
<td>480 with 180 at Levels 9 and 10 and 90 at Level 10</td>
</tr>
<tr>
<td>Title of exit award</td>
<td>n/a</td>
<td>n/a</td>
<td>BA (Hons) Community Learning &amp; Development</td>
<td>BA (Hons) Social Work</td>
<td>MA (Hons) Education</td>
</tr>
<tr>
<td>Professionally accredited award</td>
<td>Yes</td>
<td>n/a</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

* These minimum periods of study apply to students who are required to complete the full programme credit requirement. Exceptions will apply if the student has been awarded credits on the basis of APL or APEL. ** Completion of practice module is normally compulsory for progression.
3.1.2 Full time students, the maximum period of study for any exit award is one year more than the minimum period of study specified for that award.

(See table at Regulation 3.1.1)

3.1.3 Part-time students, the maximum period of study for any exit award is two years more than the minimum period of study specified for that award. (See table at Regulation 3.1.1)

Part-time students who have been granted credit on the basis of RPL, the maximum periods of study will vary accordingly and will be worked out on a pro-rata basis.

3.1.4 If students do not meet the requirements of Regulations 3.1.1, 3.1.2 or 3.1.3, studies may be terminated. (See Regulation 3.4)

3.1.5 The award given will be the highest level of award to which the total accumulated credit entitles the student at the end of studies. Students may receive an exit award only upon completing studies and leaving the School.

3.1.6 Honours students, the classification of the Honours award the student will be eligible to receive is determined by the student’s overall academic performance. Details of the Honours classification applicable to the student’s programme are provided in the Programme handbook.

3.1.7 If on completion of studies the student is in debt to the University or has failed to return library books or teaching resources, the student will not be permitted to graduate.

3.2 Attendance and Participation (BA(Hons) CLD, BA(Hons) SW & MA(Hons) Ed)

3.2.1 If attendance or participation in any module or period of practice is deemed by the Programme Director to be unsatisfactory, normally below 80%, progress will be considered by the Board of Examiners. If attendance is deemed unsatisfactory prior to commencing practice, the Board of Examiners will consider this progress also. In some cases students may not be permitted to progress under Regulation 3.1.1.

3.3 Withdrawal, Temporary Absence and Discounted Periods of Study

3.3.1 Students may withdraw temporarily from studies for a period of up to two years by obtaining the prior written approval of the Programme Director; this is normally granted for 6 months at a time. The Programme Director will determine the terms under which they will be allowed to resume studies.

3.3.2 Periods of absence for which temporary withdrawal approval is obtained are discounted for the purposes of Regulations 3.1.2 and 3.1.3.

3.3.3 Full-time students who are granted temporary withdrawal; will normally be required to repeat the year during which they withdrew. Students will not normally, during that repeat year, be required to repeat any modules or periods of practice which they have already completed and for which credit has been awarded.

3.3.4 Full-time students who are absent from studies for a period of 6 weeks or more and have not had the period of absence approved as required under Regulation 3.3.1, studies may be terminated. (See Regulation 3.4)

3.3.5 If a part-time student is deemed by the Programme Director not to have engaged with studies for a period of 12 weeks (for example, through non submission of assessments, not responding to University emails or participating in Virtual Learning Environment activities) and have not had the period of absence approved as required under Regulation 3.3.1, studies may be terminated. (See Regulation 3.4)
3.3.6 If a full-time student is absent for a period of over 6 weeks without approval under Regulation 3.3.1 and the absence is due to medically certified illness, students may be permitted to seek retrospective approval for a discounted period of temporary withdrawal. Any absence under 6 weeks should be reported by the student by self-certificate and/or medical certification.

3.3.7 Students may withdraw permanently from studies by informing the Programme Director in writing of their wish to withdraw. The Programme Director will inform the Board of Examiners of the request.

3.4 Termination of Studies

3.4.1 If studies are terminated, the student will have the right of appeal to the School Termination of Studies (Appeals) Committee. Appeals should be made following the University’s Undergraduate Appeal Procedure Regulations. See http://www.dundee.ac.uk/pgla/dca/appeals/ug-appeals-regulations/

If the appeal is successful, the student will be permitted to continue their studies subject to such conditions as the Dean may determine. If the appeal is successful, the student will not be required to repeat any modules or periods of practice, which have already been completed and for which credit has been awarded. If the Committee requires the student to repeat a year, the repeat year will be discounted for the purposes of Regulations 3.1.2 and 3.1.3.

3.4.2 If an appeal is rejected by the School Committee, it will be reconsidered by the Senate Termination of Studies (Appeals) Committee. If the Senate Termination of Studies (Appeals) Committee upholds the student’s appeal, they will be permitted to continue their studies subject to such conditions as the Dean may determine.

3.5 Suspension of Studies

3.5.1 Criminal Charges: Students are required to inform the School Manager of any criminal charges which are made against them whilst a student. Failure to do so may result in the suspension of studies.

3.5.2 Conduct: If student conduct, either on or off University premises, is deemed by the Dean to be unsatisfactory, they may be suspended from studies at any time. If deemed appropriate, the School Fitness to Practise Committee may be convened to consider issues of conduct. Unsatisfactory behaviour is defined as any serious, unprofessional behaviour, which, in the opinion of the Dean, may adversely affect clients, service users, other students, teaching staff or the reputation of the University.

3.5.3 If studies are suspended under Regulation 3.5.1 or 3.5.2, the Dean will, within 10 working days, either re-admit the student to studies with immediate effect or institute proceedings under the University's Student Discipline Ordinance 40. http://www.dundee.ac.uk/pgla/dca/discipline/student-discipline/

3.5.4 In addition to Regulations 3.5.1 and 3.5.2, the student may be liable to the disciplinary procedures of the professional body under which the programme is professionally validated or those of the agency or institution in which they are undergoing practice.

3.5.5 Where the Dean does not apply his/her powers under Regulation 3.5.1 or 3.5.2, the Dean or other Authorised Officer may directly institute proceedings under the University’s Student Discipline Ordinance 40.

4. ASSESSMENT

4.1 The method of assessment in each module (including practice) and the requirements for completing the module will be determined by the examiners for that module and approved by the School Board.

4.2 If the student passes a module, they will be awarded the credits for that module.
4.3 If the student fails a module they may be reassessed **once** (2nd attempt) by such means that the Board of Examiners decide is appropriate.

4.4 If the student fails a single resubmission the Board of Examiners may, in **exceptional circumstances** and taking account of mitigating circumstances presented, use its discretion to allow a further submission of that module (3rd attempt).

4.5 Students resubmitting modules in Year 1 or Year 2 will be reassessed and graded as per normal. Students resubmitting modules in Year 3 and Year 4 will be reassessed and graded no higher than a D3. For the purposes of honours classifications, the first submission grade will stand in Year 4.

4.6 In order to ensure that a student has gained the minimum accumulated credit for the programme, in a subsequent year of study the student must retake the module they previously failed or take such other equivalent module as may be appropriate to the programme requirements and approved by the relevant programme director and Board of Examiners in addition to the normal programme of work for that year.

4.7 If the student fails to achieve a pass in a single module which is required for progression, the Board of Examiners may use its discretion to allow progression to a subsequent level under such conditions as the Board of Examiners shall determine. Failed modules must be retaken and passed in the subsequent year.

4.8 In assessing students’ individual module performance and in determining students’ award classification the Board of Examiners will take all relevant circumstances into account.

4.9 The schedules, and any subsequent changes, to be used to calculate Honours classifications are to be approved by School Board via the School Academic Quality Assurance Committee and must be published in the appropriate Programme Handbook.

4.10 If, through disability, the student is unable to be assessed by the usual methods specified for the programme the methods may be varied, on the recommendation of the School Manager and with the approval of the University Secretary.

4.11 Incidents of suspected plagiarism and academic dishonesty are dealt with under the relevant University Senate regulations. See [http://www.dundee.ac.uk/academic/plagiarism.htm](http://www.dundee.ac.uk/academic/plagiarism.htm)

4.12 Explicit criteria for prizes and letters of commendation are required to be approved by School Board via the School Academic Quality Assurance Committee and must be published in the appropriate Programme Handbook.

5. **PROGRAMME MANAGEMENT**

5.1 The student will be provided with a copy of the Programme Handbook. These supplement the Regulations and are approved by School Board.

5.2 External Examiners are appointed and operate in accordance with procedures determined by Senate and the School Board.

5.3 Membership of the Board of Examiners is approved by School Board and consists of the academic staff involved in teaching modules, approved External Assessors, the relevant External Examiners and the School Manager. The Chair of the Board of Examiners will normally be the Programme Director.

5.4 Students will be allocated a Personal Tutor/Advisor of Studies whose responsibility it is to advise students on and approve their choice of modules, electives and programme of study and provide general academic and pastoral advice and support.
5.5 The relationship between the School and external bodies involved in the delivery of the programme is subject to the formal approval and quality assurance mechanisms of the School. External bodies are involved in the assessment of practice, Boards of Examiners, and the provision of external lectures.
BDS PROGRAMME REGULATIONS

- DEGREE OF BACHELOR OF DENTAL SURGERY (BDS)
- HONOURS DEGREE OF BACHELOR OF MEDICAL SCIENCE (BMSc HONOURS)

1. The Degree may be awarded without qualification or “with Honours” or “with Commendation” as specified in the Honours and Commendation criteria documentation and upon ratification by the Clinical Dentistry BDS Examinations Board. Outstanding performance in any year may result in the award of pass “with Merit” or passes “with Distinction”.

2. Subject to any exemptions granted under the terms of Regulation 8, a candidate for the Degree shall be required to pursue the studies detailed in course documentation for a period of not less than five academic years.

3. The curriculum for the Degree shall consist of Years 1-5, as detailed in the module handbooks.

4. Except where exemptions have been granted in terms of these Regulations, a candidate will be examined in the contents of the curriculum as specified in course and examination documentation for the Degree.

5. There will be Degree Examination(s) at the end of the Pre-dental Year, the Introduction to Clinical Skills Course and each of the five years of the Dental Course (including CMS in 3BDS).

6. Subject to Regulation 12(1) below there will be two diets of examination for each set of the Degree Examinations referred to in the preceding Regulation. Each examination subject will be allocated to an appropriate period of examination as determined by the University.

7. Before being permitted to study for the BDS Degree, an intending candidate must have satisfied the general requirements for entrance to the University and should normally possess the qualifications as detailed in the University Undergraduate Prospectus.

8. Subject to Regulation 10 below, an intending candidate for the Degree with additional qualifications may be granted exemption from study or examination, or both, to such extent as the School may determine.

9. In the case of a student whose ability, conduct or knowledge gives rise to concerns that patient safety could be compromised, the Dean of Dentistry, following consultation with relevant clinical staff, may temporarily debar the student from all or any clinical work on the course. Such instances will be dealt with by the Professionalism and Capability Committee in accordance with the Dundee Dental School Fitness to Practise Guidelines, at the earliest reasonable opportunity.

10. Candidates’ knowledge shall be assessed at such times and by such means as the School Board determines:

Provided: first, that except where exemption has been granted under the terms of these Regulations, the appropriate degree examination must be taken in each Year

And second, that in order to be eligible to sit all or part of a Degree Examination at any diet, candidates must demonstrate that their work and attendance at classes, clinics and examinations has been satisfactory and that they fulfil the requirements for eligibility contained within the Regulations for each Degree Examination.

11. Every candidate must take, at the first diet, the Degree Examination appropriate to the year of the course being studied unless granted exemption under the terms of Regulation 8, or debarred
from sitting the examination under Regulation 9 or Regulation 10, or permitted by the Dean of Dentistry (who will take the necessary advice) to withdraw from that diet of the examination.

12. Unless otherwise specified in Regulation 11 above:

(1) Where a candidate has failed by the end of the final diet (two sittings or debarrments) of the year to satisfy the examiners in a Degree Examination or Examinations, he or she will either be required to withdraw from the BDS course, subject to a right of appeal to the School and thereafter Senate, or permitted to continue in accordance with Regulation 12 (2) below and under such conditions as the Dean of Dentistry, acting on the advice of the Dental Termination of Studies Committee, may prescribe.

(2) A candidate who has failed to satisfy the Examiners after the final diet of the year will (a) not be allowed to carry passes in individual subjects or exam components into the next year and (b) be required to retake all of the degree examinations and courses relevant to the year notwithstanding any passes already obtained in the previous year, with the exception of a pass in the CMS course or "Principles of Radiography & Radiation Protection" examination which may be carried for one repeat year.

BDS Programme Credits:

- DS10001 – 1BDS 120 credits
- DS20006 – 2BDS 120 credits DS22007 – ICS 25 credits
  (2BDS total, 145)
- DS30001 – 3BDS 143 credits DS30002 – CMS 25 credits
  (3BDS total, 168)
- DS40002 – 4BDS 140 credits
- DS50002 – 5BDS 165 credits
Total for BDS programme 738

Degree of Bachelor of Science (BSc) in Medical Science

1. Any student enrolled in the University for the Degree of BDS may, with the permission of the Dean, transfer to these Regulations and study for the Degree of Bachelor of Science in Medical Science. Passes in examinations for the Degree of BDS will be counted as examination passes towards the Degree of BSc (MedSci).

2. Every candidate for the Degree, unless granted exemption under these Regulations, must

   (a) attend in the University, during not less than six academic Semesters, courses of instruction in the subjects described in the 1-3BDS Module Handbooks (unless the student undertook and passed the Pre-Dental Year) and

   (b) sit and pass the examinations in these subjects.

3. The curriculum and regulations shall be identical to the curriculum and regulations for the Degree of BDS
Honours Degree of Bachelor of Medical Science (BMSc Honours)

1. The Degree of Bachelor of Medical Science may be conferred as an Honours Degree or without qualification.

2. There shall be three grades of Honours to be called First, Second and Third Class. The Second Class is divided into an upper and lower division.

3. Before being admitted to any course for the Honours Degree of Bachelor of Medical Science, a candidate must

   (i) have completed successfully the First and Second BDS Examinations for the Degree of BDS in the University or their equivalent

   (ii) satisfy the proposed Course Organiser regarding academic fitness to enter the proposed course of study and

   (iii) have the permission of the Dean of Dentistry.

4. A candidate for the Honours Degree shall be required to pursue, for at least a further two Semesters and to the satisfaction of the Heads of the Schools concerned, a course of advanced study, hereinafter referred to as the Honours Year, in one or more of the subjects listed in the Schedule to these Regulations.

5. Subject to the approval of the College Board, a candidate who has been registered as a dental student of the University of Dundee for at least two years may pursue the studies for the Honours Degree in another institution, provided that institution agrees to apply the University of Dundee regulations for the BMSc Honours degree.

6. A candidate shall be required to complete successfully the examinations described in Regulation

7. Before being admitted to the written and oral parts of the Degree examination a candidate must have duly performed the work of the Honours year.

8. Degree examinations in all Honours courses shall be held once in each academic year and the entire examination must be attempted at a single period of examination.

9. The Degree examination in each Honours course may consist of:

   (a) a written examination,

   (b) an oral examination,

   (c) an assessment of the work of a candidate either by practical examination or by such other means, which may include a dissertation, as the Head of School may determine.

10. A candidate whose results in examination do not, in the opinion of the examiners, justify the award of Honours may, if the examiners so recommend, be awarded the Degree of BMSc without qualification.

11. A candidate, prevented by illness or other sufficient cause from beginning or completing the Honours Degree examination, may, if the examiners so recommend:

   (a) be awarded Honours within one of the classes described in Regulation 2, or

   (b) be awarded unclassified Honours, or

   (c) be awarded the Degree without qualification, or
(d) be permitted to apply to the School Board for permission to take the examination at a later date.

12. A candidate who has completed the Honours Degree examination may not take the examination again in that subject though, with the approval of the School Board, the Honours Degree examination may be taken in another Honours subject.

Schedule

Detail of the courses available can be found at: http://medicine.dundee.ac.uk/msc-rules-regulations
MA PROGRAMME REGULATIONS

MA DEGREE PROGRAMMES AND OTHER AWARDS

1(1) Entry

Before entering a programme of study for the degree of MA or MA (Honours) or the Certificate/Diploma in Higher Education, you must satisfy the general entrance requirements of the University and any additional conditions deemed necessary by the Schools of Humanities and Social Sciences jointly.

1(2) Advanced Entry

If on entry you hold qualifications approved by the relevant Schools, you may be granted Advanced Entry. The following table defines the total accumulated credits that you will be awarded on entry:

<table>
<thead>
<tr>
<th>Advanced Entry to</th>
<th>Total Accumulated Credits Awarded on Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 2</td>
<td>120 at Level 1</td>
</tr>
<tr>
<td>Year 3</td>
<td>120 at Level 1 and 120 at Level 2</td>
</tr>
</tbody>
</table>

Any other qualifications you hold at Level 1 or above from other Higher Education Institutions may earn you the corresponding number of credits on the MA (at the discretion of the relevant School Manager).

1(3) Credit Rating of Degrees and other Awards

You may receive an award only upon graduating and leaving the University. The award will be the highest level qualification to which your Total Accumulated Credit entitles you - see below.

<table>
<thead>
<tr>
<th>MA HONOURS:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Single Honours</strong></td>
</tr>
<tr>
<td>Minimum of 480 credits including 240 at Levels 3/4; at least 90 must be at Level 3 and 90 at Level 4. 180 credits at Levels 3/4 must be in one subject area.</td>
</tr>
<tr>
<td><strong>Single Honours with a Language</strong></td>
</tr>
<tr>
<td>Minimum of 480 credits including 240 at Levels 3/4; at least 90 must be at Level 3 and 90 at Level 4. At least 180 credits at Levels 3/4 must be in one subject area and normally 60 credits at Levels 3/4 must be in a Language, except for Single Honours Psychology with a Language where 30 credits at Levels 3/4 must be in a Language.</td>
</tr>
<tr>
<td><strong>Joint Honours</strong></td>
</tr>
<tr>
<td>Minimum of 480 credits including 240 at Levels 3/4; at least 90 must be at Level 3 and 90 at Level 4. All 240 credits at Levels 3/4 must be in the two named subject areas with no fewer than 90 (including 30 at Level 4) from any one subject area.</td>
</tr>
<tr>
<td><strong>Joint Honours with a Language</strong></td>
</tr>
<tr>
<td>Minimum of 480 credits including 240 at Levels 3/4; at least 90 must be at Level 3 and 90 at Level 4. At least 180 credits at Levels 3/4 must be in the two named subject areas, with no fewer than 90 (including 30 at Level 4) from any one subject area, and normally 60 credits at Levels 3/4 must be in a Language.</td>
</tr>
<tr>
<td><strong>MA:</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Named Degree</th>
<th>Minimum of 360 credits including 90 at Level 3 in one subject area.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Un-named Degree</td>
<td>Minimum of 360 credits including a minimum of 60 credits at Level 3.</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>Minimum of 360 credits including 120 at Level 3 in at least three subject areas.</td>
</tr>
</tbody>
</table>

**OTHER AWARDS:**

<table>
<thead>
<tr>
<th>Dip.HE (Arts and Social Sciences)</th>
<th>Minimum of 240 credits including a minimum of 90 at Level 2.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cert.HE (Arts and Social Sciences)</td>
<td>Minimum of 120 credits at Level 1.</td>
</tr>
</tbody>
</table>

1(4) **Minimum Periods of Study (in academic years)**

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Without Advanced Entry</th>
<th>Advanced Entry to Year 2</th>
<th>Advanced Entry to Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>MA with Honours</td>
<td>four</td>
<td>three</td>
<td>two</td>
</tr>
<tr>
<td>MA</td>
<td>three</td>
<td>two</td>
<td>one</td>
</tr>
<tr>
<td>Dip HE A &amp; SS</td>
<td>two</td>
<td>one</td>
<td>n/a</td>
</tr>
<tr>
<td>Cert HE A &amp; SS</td>
<td>one</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

1(5) **Degree Programmes MA and MA (Hons)**

The following Degree Programmes are offered:

**Single Honours:**

Business Economics with Marketing
Economics
English
Environmental Sustainability*
European Philosophy
European Politics
Financial Economics
Geography
Geopolitics*
History
International Business
International Business with Marketing*
Philosophy
Politics
Town and Regional Planning*
Psychology
Scottish Historical Studies

(All Single Honours degrees are available with a Language (French, German or Spanish) unless starred).
Joint Honours:
Business Economics with Marketing and European Studies*
Business Economics with Marketing and Geography*
Business Economics with Marketing and History*
Business Economics with Marketing and Mathematics*
Business Economics with Marketing and Politics*
Business Economics with Marketing and Psychology*
Economics and History*
Economics and International Relations*
Economics and Politics*
English and Creative Writing*
English and European Languages*
English and Film*
English and History
English and Mathematics*
English and Philosophy
English and Politics
English and Psychology*
Environmental Science and Geography*
Environmental Sustainability and Geography*
European Studies and Economics*
European Studies and English
European Studies and European Languages*
European Studies and Geography*
European Studies and History
European Studies and International Relations
European Studies and Philosophy
European Studies and Psychology*
Geography and Economics*
Geography and History*
Geography and Planning*
Geography and Politics*
Geography and Psychology*
History and European Languages*
History and International Relations
History and Philosophy
History and Politics
History and Psychology*
International Business and Finance*
International Business and Environmental Sustainability*
International Business and International Relations*
International Relations and European Languages*
International Relations and Philosophy
International Relations and Politics
Philosophy and European Languages*
Philosophy and Film Studies*
Philosophy and Politics
Philosophy and Psychology*
Politics and European Languages*
Politics and Psychology*
Spatial Economics and Development*  
(All Joint Honours degrees are available with a Language (French, German or Spanish) unless starred).
1(6) Compulsory Modules for Degree Programmes

For some Degree Programmes there are compulsory modules at each Level. These are detailed in the Programme Specifications attached to these Regulations. Where these compulsory modules total less than 120 credits, additional module(s) must be selected to bring the total up to 120 credits, which constitutes the full workload in an academic year for a full-time student. The compulsory modules are the same for MA and MA (Honours) Degrees at Levels 1 and 2.

1(7) Modules within the MA

The modules available in the MA Degree Programme and the module descriptors are listed in the Catalogue of Modules. Some combinations of modules otherwise permitted by the Regulations, may, nevertheless, be rendered impossible by timetable constraints in a particular year.

1(8) Programme of Study

If you are registered as a Full Time student you will normally take 120 credits in each academic session. In particular, you will normally be expected in both First and Second Year to take three modules in Semester 1 and three in Semester 2.

First Year

You will normally take 6 modules at Level 1, from a number of subject areas, amounting to 120 credits. You must have gained at least 80 credits in order to progress into Second Year. Additionally, you must have met the pathway requirements for at least one degree programme to remain on track for a named degree. Note that in some subject areas there are compulsory module requirements that determine progression.

If you do not meet the progression requirement after one academic session if registered as a Full Time student or repeating the year, or after three academic sessions if registered as a Part Time student, then:

- Your studies will be liable for termination.
- If permitted to continue your studies then you will be required to repeat the year.

Second Year

You will normally take 6 modules at Level 1 or Level 2, from a number of subject areas, amounting to 120 credits. At least 80 credits should be at Level 2. You must have gained a total of at least 200 credits, of which 80 must normally be at Level 2, in order to progress into Third Year. Additionally, you must have met the pathway requirements for at least one degree programme to remain on track for a named degree. Note that in some subject areas there are compulsory module requirements that determine progression.

If you do not meet the normal progression requirement after one academic session if registered as a Full Time student or repeating the year, or after three academic sessions if registered as a Part Time student, then:

- Your studies will be liable for termination if you have previously had to repeat a year or have less than 200 credits.
- If permitted to continue your studies then you will normally be required to repeat the year but may be allowed to proceed to Third Year at the discretion of the Progression and Termination of Studies Committee.

Third Year

You will normally take such modules that will enable you to achieve 360 credits and be eligible for the award of the MA.
You must have obtained at least 360 credits (including at least 80 at Level 2 and 120 at Level 3) to be eligible for progression into Honours. Additionally, you must normally have met the pathway requirements for at least one degree programme to remain on the Honours track. Note that in some subject areas there are compulsory module requirements that determine progression.

If you do not meet the progression requirement after one academic session if registered as a Full Time student or repeating the year, or after two academic sessions if registered as a Part Time student, then:

- Your studies will be liable for termination if you have previously had to repeat a year or have less than 300 credits.
- If permitted to continue your studies then you will be required to repeat the year and may, if you have previously had to repeat Third Year, be required to undertake a programme of studies that will allow you to graduate with an MA degree but not to progress to the Honours Year.

Honours Year

You will normally take such modules that will enable you to achieve 480 credits and be eligible for the award of the MA (Honours). You must graduate after one academic session if registered as a Full Time student or two academic sessions if registered as a Part Time student.

1(9) Termination of Studies

If you fail to achieve the minimum standards shown in Regulation 1(8) you may be required to discontinue your studies, in which event you will have the right to appeal to the MA Progression and Termination of Studies (Appeals) Committee. If your appeal is successful, you will be permitted to continue your studies subject to such conditions as the aforementioned committee may determine in accordance with Regulation 1(8). If your appeal is rejected by the aforementioned committee it will be reconsidered by the Senate Termination of Studies (Appeals) Committee. MA students who have had their studies terminated may not be readmitted to the MA programme at a later date.

1(10) Studying Modules outside the MA Degree Programme

With the agreement of your Adviser, attendance at modules outside the MA Degree Programme is permissible and the credits obtained will be accepted as equivalent to completion of MA Degree Programme modules. You may normally gain no more than 40 credits at Level 1 and 40 credits at Level 2 in this way.

Attendance at module(s) in another University or equivalent institution may be permitted as part of a scheme recognised by the relevant School Board. You may gain no more than 120 credits in this way.

1(11) Taking a Year Out

If you have passed all your Degree Examinations to date you may, with the permission of the School Manager, take one academic year out from your studies in order to enter appropriate employment or training. Extension of this absence beyond one academic year requires the permission of the School Manager. The year(s) of non-attendance will not be counted as a Year(s) of Attendance for the purposes of meeting Progression Requirements.

2. ASSESSMENT

2(1) Form of Module Assessments

For any module the nature of the component assessments and the manner in which your performance in these counts towards your overall grade for the module will be explained to you in
the written information given out or otherwise made accessible to you at the outset. Only if you are awarded an overall pass grade will you be awarded the credits for the module.

2(2) Grading of Module Assessments

For each module the Board of Examiners will decide on your overall grade according to the following University Marking Scheme:

<table>
<thead>
<tr>
<th>Literal Scale</th>
<th>Reporting Scale</th>
<th>Associated Aggregation Scale</th>
<th>Descriptor</th>
<th>Honours Class (where appropriate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>23</td>
<td></td>
<td>Excellent</td>
<td>1st</td>
</tr>
<tr>
<td>A2</td>
<td>22</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A3</td>
<td>21</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A4</td>
<td>20</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A5</td>
<td>19</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B1</td>
<td>18</td>
<td></td>
<td>Very Good</td>
<td>2(i)</td>
</tr>
<tr>
<td>B2</td>
<td>17</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B3</td>
<td>16</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C1</td>
<td>15</td>
<td></td>
<td>Good</td>
<td>2(ii)</td>
</tr>
<tr>
<td>C2</td>
<td>14</td>
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<td></td>
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<tr>
<td>C3</td>
<td>13</td>
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<td>D1</td>
<td>12</td>
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<td>3rd</td>
</tr>
<tr>
<td>D2</td>
<td>11</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D3</td>
<td>10</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>MF1</td>
<td>9</td>
<td></td>
<td>Marginal Fail</td>
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<tr>
<td>MF2</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MF3</td>
<td>7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CF</td>
<td>5</td>
<td></td>
<td>Clear Fail</td>
<td></td>
</tr>
<tr>
<td>BF</td>
<td>2</td>
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<td>Bad Fail</td>
<td></td>
</tr>
<tr>
<td>*QF</td>
<td>-</td>
<td></td>
<td>Qualified Fail</td>
<td></td>
</tr>
<tr>
<td>**</td>
<td>0</td>
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</tr>
</tbody>
</table>

* QF indicates that a student has not met the conditions required to have obtained an overall pass. Any queries should be directed to the School concerned.

** Relevant descriptor selected from: CA (Certified Absence); AB (Unauthorised Absence/Non Submission); MC (Medical Certificate); WD (Withdrawn); DC (Discounted); ST (Stopped); NM (Not Marked – generally used where penalties have been applied for plagiarism).

2(3) Eligibility to take Degree Examinations

Each year your Programme of Study must be approved by an Adviser. Changes to your programme will not be permitted after the end of Teaching Week 2 of either semester unless there are extenuating circumstances.
2(4) Degree Examination Diets

(i) For any module you may attend the Degree Examination Diets only within the same academic year that you attended the module.

(ii) Semester-Long modules are examined at the end of the Semester. Year-Long modules are examined at the end of the year (May). There is one resit Examination diet in July.

(iii) There are no resit examinations for modules taken in your final Honours year (4th Year)

(iv) For any module you may attend the resit diet only if you either attended the first Degree Examination Diet, and failed, or were absent from the first diet.

(v) Your Honours Classification will be based on all modules that comprise the 240 credits at Level 3 and Level 4. For all modules not passed at the first sitting, the module mark will be capped at D3 unless approved by the relevant School Mitigating Circumstances Committee.

2(5) Results of Final Degree Examinations

After you successfully complete your final Degree Examinations at Levels 3/4 you will be recommended for one of the following by the relevant Board of Examiners:

<table>
<thead>
<tr>
<th>Title of Award</th>
<th>Honours Degree Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>MA with Honours</td>
<td>I, II.1, II.2, III</td>
</tr>
<tr>
<td>MA</td>
<td>With or Without Distinction</td>
</tr>
</tbody>
</table>

If a student elects to complete additional modules at Levels 3/4 as part of their Honours degree programme, a module or modules equivalent to the extra credits will be discounted for degree classification purposes.

2(6) Failure to Complete Degree Examinations

If you are prevented by illness or other good cause from beginning or completing part or all of the Degree Examinations which count directly towards your Honours Degree Classification, the Examiners may at their discretion award you a classified or unclassified Honours degree (Aegrotat). If the Examiners do not consider that they have enough evidence to enable them to exercise such discretion you might be permitted by the School Board, on recommendation of the Exam Board to take the examination(s) at a later period of examination.

2(7) Failure at Resit Diet

If you fail a module(s) at the resit diet you may be permitted to retake the module(s) or a different module(s) during the following academic year.
ECONOMICS PROGRAMME REGULATIONS

BSc DEGREE REGULATIONS

BSc DEGREE PROGRAMMES AND OTHER AWARDS

1(1) Entry
Before entering a programme of study for the degree of BSc or BSc (Honours) or the Certificate/Diploma in Higher Education, you must satisfy the general entrance requirements of the University and any additional conditions deemed necessary by the College Board.

1(2) Advanced Entry
If on entry you hold qualifications approved by College Board, you may be granted Advanced Entry. The following table defines the total accumulated credits that you will be awarded on entry:

<table>
<thead>
<tr>
<th>Advanced Entry to Year</th>
<th>Total Accumulated Credits Awarded on Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 2</td>
<td>120 at Level 1</td>
</tr>
<tr>
<td>Year 3</td>
<td>120 at Level 1 and 120 at Level 2</td>
</tr>
</tbody>
</table>

Any other qualifications you hold at Level 1 or above from other Higher Education Institutions may earn you the corresponding number of credits on the BSc (at the discretion of the Senior Admissions Tutor).

1(3) Credit Rating of Degrees and other Awards
You may receive an award only upon graduating and leaving the College. The award will be the highest level qualification to which your Total Accumulated Credit entitles you - see below.

<table>
<thead>
<tr>
<th>BSc HONOURS:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Honours</td>
<td>Minimum of 480 credits including 240 across Levels 3 and 4; at least 90 must be at Level 3 and 90 at Level 4. 180 credits at Levels 3/4 must be in one subject area.</td>
</tr>
<tr>
<td>Joint Honours</td>
<td>Minimum of 480 credits including 240 across Levels 3 and 4; at least 90 must be at Level 3 and 90 at Level 4. The 240 credits at Levels 3/4 must be in two subject areas with no fewer than 90 (including 30 at Level 4) in each of the two subject areas.</td>
</tr>
<tr>
<td>BSc:</td>
<td></td>
</tr>
<tr>
<td>Named Degree</td>
<td>Minimum of 360 credits including 90 at Level 3 in one subject area.</td>
</tr>
<tr>
<td>Un-named Degree</td>
<td>Minimum of 360 credits including a minimum of 60 credits at Level 3.</td>
</tr>
<tr>
<td>OTHER AWARDS:</td>
<td></td>
</tr>
<tr>
<td>Dip.HE</td>
<td>Minimum of 240 credits including a minimum of 90 at Level 2.</td>
</tr>
<tr>
<td>Cert.HE</td>
<td>Minimum of 120 credits at Level 1.</td>
</tr>
</tbody>
</table>
1(4) Minimum Periods of Study (in academic years)

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Without Advanced Entry</th>
<th>Advanced Entry to Year 2</th>
<th>Advanced Entry to Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSc with Honours</td>
<td>Four</td>
<td>Three</td>
<td>Two</td>
</tr>
<tr>
<td>BSc</td>
<td>Three</td>
<td>Two</td>
<td>One</td>
</tr>
<tr>
<td>Dip HE</td>
<td>Two</td>
<td>One</td>
<td>n/a</td>
</tr>
<tr>
<td>Cert HE</td>
<td>One</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>

1(5) Degree Programmes BSc and BSc (Hons)

SINGLE HONOURS:

- Business Economics with Marketing
- Economics
- Environmental Science Financial Economics Geography
- Psychology
- International Business
- International Business with French
- International Business with German
- International Business with Spanish
- International Business with Financial Management
- International Business with Marketing

JOINT HONOURS:

- Environmental Science and Geography

1(6) Compulsory Modules for Degree Programmes

For each Degree Programme there are compulsory modules at each Level. These are detailed in the Programme Specifications attached to these Regulations. Where these Compulsory Modules total less than 120 credits, additional module(s) must be selected to bring the total up to the number required by the Programme by the end of that year. The Compulsory Modules are the same for BSc and BSc (Honours) Degrees at Levels 1 and 2.

1(7) Optional Modules for Degree Programmes

The modules available in each of the BSc Degree Programmes are listed in the relevant Programme Specifications. Some of the combinations of modules otherwise permitted by the Regulations, may, nevertheless, be rendered impossible by timetable constraints in a particular year.

1(8) Programme of Study

If you are registered as a Full Time student, you will normally take 120 credits in each academic session. In particular, you will normally be expected in both First and Second Year to take three modules in Semester 1 and three in Semester 2. If you are registered as a Part Time student, you may not accumulate more than 80 credits in any one academic session.
First Year
You will normally take 6 modules at Level 1, amounting to 120 credits. For degree programmes other than International Business, you must normally take a range of modules which permit progression to at least two subject areas in the second year. You must gain at least 80 credits in order to progress into Second Year. Additionally, you must normally have met the pathway requirements for at least one degree programme to remain on track for a named degree.
If you do not meet the progression requirement after one academic session if registered as a Full Time student or repeating the year, or after three academic sessions if registered as a Part Time student, then:

- Your studies will be liable for termination.
- If permitted to continue your studies then you will be required to repeat the year.

Second Year
You will normally take 6 modules at Level 1 or Level 2, amounting to 120 credits. At least 80 credits must be at Level 2. You must have gained a total of at least 200 credits (of which 80 must normally be at Level 2) in order to progress into Third Year. Additionally, you must normally have met the pathway requirements for at least one degree programme to remain on track for a named degree.
If you do not meet the normal progression requirement after one academic session if registered as a Full Time student or repeating the year, or after three academic sessions if registered as a Part Time student, then:

- Your studies will be liable for termination if you have previously had to repeat a year or have less than 200 credits.
- If permitted to continue your studies then you will normally be required to repeat the year but may be allowed to proceed to Third Year at the discretion of the Progression and Termination of Studies Committee.

Third Year
You will normally take such modules that will enable you to achieve 360 credits (370 credits for BSc International Business with Financial Management) and be eligible for the award of the BSc.
To be eligible for progression into Honours, you must have obtained the full number of credits required by your Programme, which must total at least 360, including at least 80 at Level 2 and 120 at Level 3. Additionally, you must normally have met the pathway requirements for at least one degree programme to remain on the Honours track.
If you do not meet the progression requirement after one academic session if registered as a Full Time student or repeating the year, or after two academic sessions if registered as a Part Time student, then:

- Your studies will be liable for termination if you have previously had to repeat a year or have less than 300 credits.
- If permitted to continue your studies then you will be required to repeat the year and may, if you have previously had to repeat Third Year, be required to undertake a programme of studies that will allow you to graduate with a BSc degree but not to progress to the Honours Year.
Honours Year
You will normally take such modules that will enable you to achieve 480 credits and be eligible for the award of the BSc (Honours). You must graduate after one academic session if registered as a Full Time student or two academic sessions if registered as a Part Time student.

1(9) Termination of Studies
If you fail to achieve the minimum standards shown in Regulation 1(8) you may be required to discontinue your studies, in which event you will have the right to appeal to the BSc Progression and Termination of Studies (Appeals) Committee. If your appeal is successful, you will be permitted to continue your studies subject to such conditions as the aforementioned committee may determine in accordance with Regulation 1(8). If your appeal is rejected by the aforementioned committee it will be reconsidered by the Senate.

Termination of Studies (Appeals) Committee. BSc students who have had their studies terminated may not be readmitted to the BSc programme at a later date.

1(10) Studying Modules outside the BSc Degree Programme
Attendance at module(s) in another University of equivalent institution may be permitted as part of a scheme recognised by the College Board. You may gain no more than 120 credits in this way.

1(11) Taking a Year Out
If you have passed all your Degree Examinations to date you may, with the permission of the College Secretary, take one academic year out from your studies in order to enter appropriate employment or training. Extension of this absence beyond one academic year requires the permission of the College Secretary. The year(s) of non-attendance will not be counted as Year(s) of Attendance for the purposes of meeting Progression Requirements.

2. ASSESSMENT
2(1) Form of Module Assessments
For any module the nature of the component assessments and the manner in which your performance in these counts towards your overall grade for the module will be explained to you in the written information given out or otherwise made accessible to you at the outset. Only if you are awarded an overall pass grade will you be awarded the credits for the module.

2(2) Grading of Module Assessments
For each module the Board of Examiners will decide on your overall grade according to the following University Marking Scheme:

<table>
<thead>
<tr>
<th>Reporting Scale</th>
<th>Descriptor</th>
<th>Honours class (where appropriate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A2</td>
<td>Excellent</td>
<td>1st</td>
</tr>
<tr>
<td>A3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B2</td>
<td>Very Good</td>
<td>2(i)</td>
</tr>
<tr>
<td>B3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2(ii) Grading of Module Assessments

For each module the Board of Examiners will decide on your overall grade according to the following University Marking Scheme:

<table>
<thead>
<tr>
<th>Reporting Scale</th>
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<th>Honours class (where appropriate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Excellent</td>
<td>1&lt;sup&gt;st&lt;/sup&gt;</td>
</tr>
<tr>
<td>A2, A3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B1, B2, B3</td>
<td>Very Good</td>
<td>2(i)</td>
</tr>
<tr>
<td>C1, C2, C3</td>
<td>Good</td>
<td>2(ii)</td>
</tr>
<tr>
<td>D1, D2, D3</td>
<td>Satisfactory</td>
<td>3</td>
</tr>
<tr>
<td>MF</td>
<td>Marginal Fail</td>
<td>Marginal Fail</td>
</tr>
<tr>
<td>CF</td>
<td>Clear Fail</td>
<td>Clear Fail</td>
</tr>
<tr>
<td>BF</td>
<td>Bad Fail</td>
<td>Bad Fail</td>
</tr>
<tr>
<td>*Note</td>
<td>see below</td>
<td>see below</td>
</tr>
</tbody>
</table>

*Note: relevant descriptor selected from CA (Certified Absence), AB (Unauthorised Absence), MC (Medical Certificate), WD (Withdrawn), DC (Discounted), ST (Stopped)
2(3) Eligibility to take Degree Examinations

Each year:

(i) Your Programme of Study must be approved by an Adviser. Changes to your programme will not be permitted after the end of Teaching Week 2 of either semester unless there are extenuating circumstances.

(ii) You may not take any Degree Examination, and your studies will be stopped, if you have been absent from classes in all modules for which you are registered for a continuous period of six weeks, excluding vacation.

2(4) Degree Examination Diets

(i) For any module you may attend the Degree Examination Diets only within the same academic year that you attended the module.

(ii) Semester Long modules are examined at the end of the Semester. Year Long modules are examined at the end of the year (May). There is one resit Examination diet in August.

(iii) There are no resit examinations for modules taken in your final Honours Year (4th year).

(iv) For any module you may attend the resit diet only if you either attended the first Degree Examination Diet, and failed, or were absent from the first diet.

(v) Your Honours Classification will be based on all modules that comprise the 240 credits at Level 3 and Level 4. Any resits or re-submissions at Level 3 will be capped at D3 unless you suffered illness or extenuating circumstances and these were approved by the Examination Board for your subject during the first diet. Full medical certification or corroborating documentation will be required.

2(5) Results of Final Degree Examinations

After you successfully complete your final Degree Examinations at Levels 3/4 you will be recommended for one of the following by the relevant Board of Examiners:

<table>
<thead>
<tr>
<th>Title of Award</th>
<th>Honours Degree Classification</th>
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<tr>
<td>BSc with Honours</td>
<td>I, II.1, II.2, III</td>
</tr>
<tr>
<td>BSc</td>
<td>With or Without Distinction</td>
</tr>
</tbody>
</table>

2(6) Failure to Complete Degree Examinations

If you are prevented by illness or other good cause from beginning or completing part or all of the Degree Examinations which count directly towards your Honours Degree Classification, the Examiners may at their discretion award you a classified or unclassified Honours degree (Aegrotat). If the Examiners do not consider that they have enough evidence to enable them to exercise such discretion you might be permitted by the School Board to take the examination(s) at a later period of examination.

2(7) Failure at Resit Diet

If you fail a module(s) at the resit diet you may be permitted to re-attend the module(s) or a different module(s) during the following academic year.
LAW PROGRAMME REGULATIONS

1. DEGREE OF BACHELOR OF LAWS (LLB)

The Degree

1(1) The Degree of Bachelor of Laws (LLB) may be conferred with or without Honours.

1(2) The Degree with Honours may be taken as Single Honours, which may be conferred as “Scots and English Law Dual Qualifying” or ‘with European Legal Studies’, or as Joint Honours with a Degree Programme taught within the College of Arts and Social Sciences.

1(3) The Degree with Honours is awarded in the following grades: First Class, Upper Second Class, Lower Second Class, Third Class, or Unclassified.

1(4) The Degree without Honours may be awarded ‘with Distinction’ to those who have displayed exceptional merit in their examinations.

Requirements for the Degree

2(1) In order to be awarded the LLB, you must (unless falling within one of the cases covered by Regulation 3, 4, 5 or 6):

a. pass the subjects in either List A or List B in the Schedule and any other subjects indicated in the Schedule as compulsory; and:

b. either:

i. attend the University for not less than four academic years and pass subjects listed in the Schedule which bear 480 or more credits in total, including at least 120 at Level 4 (in which case, your degree will be an Honours Degree); or,

ii. attend the University for not less than three academic years and pass subjects listed in the Schedule which bear 360 or more (but less than 480) credits in total, including at least 120 at Level 3 (in which case, your degree will be a Degree without Honours).

2(2) If you fulfil the requirements of paragraph (1) (b) (i) of the Regulations and pass the requisite subjects as indicated in the Schedule, your degree will be a ‘Scots and English Dual Qualifying’ Honours degree.

2(3) If you fulfil the requirements of paragraph (1)(b)(i) of this Regulation by undertaking an ERASMUS exchange in accordance with Regulation 4, your degree will be an Honours degree ‘with European Legal Studies’.

2(4) If you fulfil the requirements of paragraph (1)(b)(i) of this Regulation by taking subjects described in the Schedule as ‘relevant subjects’ which constitute a Degree Programme offered in the College of Arts and Social Sciences and bear 120 credits at Level 3 and/or Level 4, your degree will be a Joint Honours Degree in Law and the subject area of that Degree Programme.

2(5) Unless you are taking a Joint Honours Degree under paragraph (3) of this Regulation, the total number of credits required by paragraph (1)(b) may not include more than 120 obtained by passing, or obtaining exemption from, any subject described in the Schedule as a ‘relevant subject’.

2(6) Credits borne by subjects referred to in paragraph (1)(a) count towards the credit totals required by paragraph (1)(b), and for the purposes of paragraph 2(b)(ii), any Level 4 subject shall be treated as a Level 3 subject.

Approved Course of Study

3(1) At or before the commencement of each semester, you must obtain the approval of your Adviser for your proposed course of study for that semester, and you must obtain his or her approval for any subsequent change to this course of study.
3(2) If you are seeking to take an Honours Degree, before you take any Level 4 subject, you must have passed or obtained exemption from subjects bearing 120 credits or more at each of Levels 1, 2 and 3.

Note: In accordance with the University’s Assessment Policy, any passing grade at Level 3 achieved at a re-sit or re-submission will be considered as a D3 for Honours aggregation purposes.

3(3) Unless permitted under Regulations 4, 5, 6 or 7, or with the prior consent of the Dean of the School of Law, your approved course of study in any academic year must not include subjects bearing more than 150 credits in total (and no more than 120 credits in total at Level 3 or at Level 4) and will normally comprise the following:

- a. in your first year of study, 120 credits from subjects comprising either List A or List B in the Schedule;
- b. in your second year of study, 120 credits at least 80 of which are from subjects at Level 2, and which include those Level 2 subjects listed in the Schedule as compulsory;
- c. in your third year of study, 120 credits from subjects at Level 3;
- d. in your fourth year of study (if any), 120 credits from subjects at Level 4, and including that subject listed in the Schedule as compulsory.

3(4) Your Adviser may not approve the inclusion of any subject in a course of study more than three weeks after the work of that class has commenced, unless with the consent of the Dean of the School of Law.

3(5) If you are dissatisfied with a decision of your Adviser under this Regulation, or of the Level 4 Committee, you may appeal to the Dean of the School.

**ERASMUS exchanges**

4(1) You may spend either one or two semesters in a University other than Dundee (‘the host University’) on an ERASMUS exchange approved by the School of Law.

4(2) If you do so:

- a. your course of study for that semester or semesters must, before the semester or semesters commence and subject to the host University’s requirements, be approved, and any change to it thereafter must be approved, by the Convenor of the ERASMUS Committee as well as your Adviser of Studies;
- b. if your course of study is so approved, during that semester or semesters you will be deemed, taking account of the host University’s credit system, to have obtained as many credits, and at whatever Levels, as the Convenor, subject to confirmation by the Dean of the School of Law, certifies;
- c. you will be considered to have been attending the University during that semester or semesters; and
- d. the marks you obtain from the subjects in the approved course of study will be converted into marks equivalent to marks obtained in Dundee by conversion scales approved by the Board of Examiners.

**Accelerated degrees**

5(1) If you have already graduated from a University in the United Kingdom, or from any other institution recognised for this purpose by the School of Law, you may be exempted by the Dean, at his discretion, from Regulation 2(1)(b) and (4).

5(2) If exempted under the proceeding paragraph, instead of fulfilling Regulation 2(1)(b) and (4), you must either
a. attend the University for not less than three academic years and pass subjects listed in the Schedule which bear 360 or more credits in total, including at least 120 at Level 4 (in which case your degree will be an Honours degree); or

b. attend the University for not less than two academic years and pass subjects listed in the Schedule which bear 270 or more credits in total, including at least 120 at Level 2 and 30 at Level 3 (in which case your degree will be a degree without Honours).

Credit transfer

6(1) If you are not exempted under Regulation 5, but fulfil the requirement in paragraph (2) of this Regulation, the Dean of Law:

a. may exempt you from passing a Level 1 or Level 2 subject or subjects listed in the Schedule bearing a total of not more than 120 credits, and if it does so;

b. may substitute for the period of duration of study in Regulation 2(1)(b) the period of three academic years for an Honours degree or two years for a degree without Honours, as appropriate.

6(2) The requirement for exemption under paragraph (1) of this Regulation is that you have passed a similar subject or subjects at the same or a higher level for another degree in a University in the United Kingdom, or in any other institution recognised for this purpose by the School (whether or not that subject or subjects has or have counted for graduation in that other degree), and the School shall determine the number and Level of credits borne by such subject or subjects, taking account of such relevant information concerning that University or other institution as is made available to it.

6(3) In order to determine whether to exempt you under this Regulation, the School may require you to undergo assessment in the subject from which exemption is sought, and in such case, the subject shall have the number and Level of credits borne by the most similar subject in the Schedule.

Repeating subjects

7(1) If you do not pass a subject or subjects in your course of study in any academic year, you are entitled to include such subject or subjects in your course of study for the following year.

7(2) If you are entitled to take a subject by virtue of paragraph (1) of this Regulation, you must either undergo the same form of assessment as is usually used for that subject, or another form approved by School Board, but may not need to attend classes in it unless you:

a. were excused from attending classes in that subject under this provision in the previous academic year (whether or not you did in fact attend those classes); or

b. were excluded from any part of the assessment for that subject in the previous academic year under Regulation 8(3); or

c. are required to attend classes in that subject as a condition of being permitted (whether by the School of Law under Regulation 10(5) or, on appeal under Regulation 10(6), by the Senatus) to continue your studies despite failing to fulfil the requirements of Regulation 10(1).

7(3) If you have graduated but failed to pass a subject or subjects required to proceed to the next stage of professional qualification in any part of the United Kingdom:

a. you are deemed to fall within paragraph (1) of this Regulation, and any restrictions contained within paragraph (2) which are relevant apply to you, and;

b. you need not matriculate, provided you lodge an examination schedule at the prescribed time and pay the prescribed fees.
Assessments

8(1) In each academic year, there shall be a form of 'resit' assessment for subjects at Level 1 to 3 but, subject to Regulation 9(4)(b), not for subjects at Level 4.

8(2) You may not attempt any assessment in any subject unless the relevant subject was included in your course of study for that semester.

8(3) If your attendance at the classes for any subject, or performance in the work for any of those classes, has not been satisfactory, the Head of the School concerned may notify the Examinations Office that you are not permitted to attempt any assessment, or further assessment for that subject.

Board of Examiners

9(1) The examiners for all subjects in the Schedule taken in that academic year by any student shall constitute the Board of Examiners.

9(2) The Convenor of the Board shall be a member of the Board appointed by the Dean of the School of Law.

9(3) The Board, taking all relevant circumstances into account, shall:
   a. decide the final mark for each student in each subject, and
   b. decide whether that student has passed that subject, and
   c. in the case of a student seeking a degree with Honours, recommend to the Senatus, on the basis of the results in those subjects taken at Level 3 and Level 4, the class of Honours to be awarded (provided always that it only takes account of Level 4 subjects taken in the academic year in which the Board is meeting, and those subjects at Level 3 taken in the immediately preceding year).

9(4) In the case of a student prevented by illness or other sufficient cause from beginning or completing the assessment for Level 4 subjects, the Board may recommend to the Senatus either:
   a. the award of a degree (in which case, it shall recommend a class of Honours, an unclassified Honours Degree, or a Degree without Honours), or
   b. that the student undertake further assessment at a time which the Board decides (in which case, it shall recommend that the student undertake such assessment as s/he did not begin or complete, or all the assessments for that subject).

Termination of Studies

10(1) The progression requirements imposed by the School of Law are that you pass, or obtain exemption from, at least the following: -
   a. four of the six compulsory Level 1 subjects before the first anniversary of the relevant date;
   b. subjects (including all the compulsory Level 1 subjects) bearing 200 or more credits in total before the second anniversary of the relevant date;
   c. subjects (including all the compulsory subjects) bearing 300 or more credits in total before the third anniversary of the relevant date;
   d. subjects (including all the compulsory subjects) bearing credits sufficient to obtain a Degree without Honours before the fourth anniversary of the relevant date;
   e. (if applicable) subjects (including all the compulsory subjects) bearing credits sufficient to obtain an Honours Degree before the fifth anniversary of the relevant date.
10(2) The 'relevant date' is the date of first matriculation for the degree.

10(3) If your period of study has been reduced under Regulation 5 or Regulation 6(1)(b), then paragraph (1)(c) of this Regulation shall not apply, and the periods in paragraphs (1)(d) and (e) shall be three years and four years respectively.

10(4) If during any academic year either you were not a matriculated student in the School, or you withdrew from the course of study because of illness or other sufficient cause, the School may decide to discount that academic year for the purposes of paragraph (1) of this Regulation, but may impose such conditions as it thinks fit upon that decision, and these conditions may exempt you from the effects of paragraph (1) of this Regulation.

10(5) If you do not fulfil the requirements of paragraph (1) of this Regulation (as modified by paragraph (3) if appropriate), the School may terminate your studies, but may permit you to continue upon such conditions as it thinks fit, and these conditions may exempt you from the effects of paragraph (1) of this Regulation.

10(6) If you have been required to discontinue your studies under this Regulation, you may appeal to Senatus.

Late Submission

11(1) If you fail to submit on time any written assignment which you have been required to do, and the Dean is not satisfied that there is good cause for the late submission, then:

   a. for each day or part of a day the work is late, the work will decrease by one point on the secondary band, up to a maximum of 5 days.

   b. after 5 days no mark is awarded.

11(2) The weekend is counted as one day for the purposes of this rule.

Diploma and Certificate in Higher Education

12(1) If you withdraw from the LLB before fulfilling the requirements of Regulation 2(1), but have attended the University for not less than two years, and have passed subjects bearing at least 240 credits, including all subjects in List A or List B in the Schedule, before the third anniversary of your first matriculation for the degree, Senatus may, on the recommendation of the School of Law, award you the Diploma in Higher Education (Law).

12(2) If you withdraw from the LLB before fulfilling the requirements of Regulation 2(1), or those of paragraph (1) of this Regulation, but have attended the University for not less than one year, and have passed all subjects in List A or List B in the Schedule before the first anniversary of your first matriculation for the degree, Senatus may, on the recommendation of the School of Law, award you the Certificate in Higher Education (Law).

12(3) No academic year which has been discounted under Regulations 4, 5 or 10 may be counted for the purpose of this Regulation, nor may any subject for which exemption has been granted under Regulation 5.

Schedule

All courses marked by an asterisk are compulsory to the extent indicated in Regulation 2 and this Schedule, read together.

Not all subjects are available in all years.

'Relevant subject' means a course, module or subject, however described, taught in a School or like unit of the University other than the School of Law.

'Necessary consents' means the consents of the Dean of the School of Law and the Dean (or equivalent) of the School or like unit in which the relevant subject is taught.
'Appropriate credits' means the credits accorded to a relevant subject by the School or like unit in which it is taught.

**Level 1 subjects**

<table>
<thead>
<tr>
<th>List A</th>
<th>Credits</th>
<th>List B</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Foundations of Law</td>
<td>20</td>
<td>*Foundations of Law</td>
<td>20</td>
</tr>
<tr>
<td>*Private Law of Scotland I</td>
<td>20</td>
<td>*English Law of Contract</td>
<td>20</td>
</tr>
<tr>
<td>*Public Law I – Sources of Power</td>
<td>20</td>
<td>*Public Law I – Sources of Power</td>
<td>20</td>
</tr>
<tr>
<td>*Scots Criminal Law &amp; Evidence</td>
<td>20</td>
<td>*English Criminal Law &amp; Evidence</td>
<td>20</td>
</tr>
<tr>
<td>*Private Law of Scotland II</td>
<td>20</td>
<td>*English Law of Tort</td>
<td>20</td>
</tr>
<tr>
<td>*Public Law II – Controls on Power</td>
<td>20</td>
<td>*Public Law II – Controls on Power</td>
<td>20</td>
</tr>
</tbody>
</table>

and, with the necessary consents, any relevant subject or subjects at Level 1, with the appropriate credits.

**Level 2 subjects**

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Public Law III – Rights and Freedom</td>
</tr>
<tr>
<td>*English Law of Equity and Trusts</td>
</tr>
<tr>
<td>Roman Law</td>
</tr>
<tr>
<td>*English Property Law</td>
</tr>
<tr>
<td>(compulsory only for those who took List B subjects)</td>
</tr>
<tr>
<td>Commercial Law¹</td>
</tr>
<tr>
<td>Law Society and Human Rights</td>
</tr>
<tr>
<td>*Scottish Property Law</td>
</tr>
<tr>
<td>(compulsory only for those who took List A subjects)</td>
</tr>
<tr>
<td>Family Law</td>
</tr>
</tbody>
</table>

and, with the necessary consents, any relevant subject or subjects at Level 2, with the appropriate credits.

**Level 3 subjects**

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justice Law and Human Rights</td>
</tr>
<tr>
<td>Private International Law</td>
</tr>
<tr>
<td>English Law of Obligations¹ ³</td>
</tr>
<tr>
<td>Forensic Medicine</td>
</tr>
<tr>
<td>English Criminal Law &amp; Process¹ ³</td>
</tr>
<tr>
<td>International Law</td>
</tr>
<tr>
<td>Medicine &amp; The Law</td>
</tr>
<tr>
<td>Environmental Law</td>
</tr>
</tbody>
</table>
International Criminal Law 30
Private Law of Scotland III 30
Law, Family and Society 30
English Law of Trusts & Land¹ 3
Intellectual Property Law 30
International Law of Marine Resources 30
Company Law 30

and, with the necessary consents, any relevant subject or subjects at Level 3, with the appropriate credits.

**Level 4 subjects**

*Dissertation, Memorial or Law Reform Report* 30
Justice Law & Human Rights (Advanced) 30
Private International Law (Advanced) 30
English Law of Obligations (Advanced)¹ 3
English Criminal Law & Process (Advanced)¹ 3
International Law (Advanced) 30
Medicine & The Law (Advanced) 30
Environmental Law (Advanced) 30
International Criminal Law (Advanced) 30
Private Law of Scotland III (Advanced)¹ 3
Roman Law (available in 2011-12 only at level 3) 30
Law, Family and Society (Advanced) 30
English Law of Trusts & Land (Advanced)¹ 3
Intellectual Property Law (Advanced) 30
International Law of Marine Resources (Advanced) 30
Company Law (Advanced) 30

¹ This course is required for dual qualification.
³ This course cannot be taken by students on the English Law Stream.
FOR STUDENTS WHO ENROLLED PRIOR TO SESSION 2011-12

Level 1 subjects

<table>
<thead>
<tr>
<th>List A</th>
<th>Credits</th>
<th>List B</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Legal Method and Systems</td>
<td>20</td>
<td>*Legal Method and Systems</td>
<td>20</td>
</tr>
<tr>
<td>*Law and Society</td>
<td>20</td>
<td>*Law and Society</td>
<td>20</td>
</tr>
<tr>
<td>*Constitutional Law</td>
<td>20</td>
<td>*Constitutional Law</td>
<td>20</td>
</tr>
<tr>
<td>*Scots Criminal Law</td>
<td>20</td>
<td>*English Criminal Law</td>
<td>20</td>
</tr>
<tr>
<td>*Scots Law of Delict</td>
<td>20</td>
<td>*English Law of Contract</td>
<td>20</td>
</tr>
<tr>
<td>*Scots Law of Contract</td>
<td>20</td>
<td>*English Law of Tort</td>
<td>20</td>
</tr>
</tbody>
</table>

and, with the necessary consents, any relevant subject or subjects at Level 1, with the appropriate credits.

Level 2 subjects

<table>
<thead>
<tr>
<th></th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Administrative Law</td>
<td>20</td>
</tr>
</tbody>
</table>

English Law of Equity and Trusts

<table>
<thead>
<tr>
<th></th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Law of Evidence</td>
<td>10</td>
</tr>
<tr>
<td>*English Property Law</td>
<td>20</td>
</tr>
</tbody>
</table>

(compulsory only for those who took List B subjects)

<table>
<thead>
<tr>
<th></th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>European Union Law</td>
<td>20</td>
</tr>
<tr>
<td>Mercantile Law</td>
<td>20</td>
</tr>
<tr>
<td>Scottish Family Law</td>
<td>20</td>
</tr>
<tr>
<td>Scottish Law of Evidence</td>
<td>10</td>
</tr>
<tr>
<td>*Scottish Property Law</td>
<td>20</td>
</tr>
</tbody>
</table>

(compulsory only for those who took List A subjects)

<table>
<thead>
<tr>
<th></th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue Law</td>
<td>10</td>
</tr>
</tbody>
</table>

and, with the necessary consents, any relevant subject or subjects at Level 2, with the appropriate credits of 30.
Level 3 subjects

Private International Law 30
English Law of Obligations¹ 3 30
Forensic Medicine 30
English Criminal Law & Process¹ 3 30
International Law 30
Medicine & The Law 30
Environmental Law 30
International Criminal Law 30
Private Law of Scotland III ¹ 30
Roman Law (available in 2011-12 only at level 3) 30
Law, Family and Society 30
English Law of Trusts & Land¹ 3 30
Intellectual Property Law 30
International Law of Marine Resources 30
Company Law 30

and, with the necessary consents, any relevant subject or subjects at Level 3, with the appropriate credits.

Level 4 subjects

*Dissertation, Memorial or Law Reform Report 30
Dissertation, Memorial or Law Reform Report (for 2011-12 only) 60
Justice Law & Human Rights (Advanced) 30
Private International Law (Advanced) 30
English Law of Obligations (Advanced) 30
English Criminal Law & Process (Advanced) 30
International Law (Advanced) 30
Medicine & The Law (Advanced) 30
Environmental Law (Advanced) 30
International Criminal Law (Advanced) 30
Private Law of Scotland III (Advanced) 30
Law, Family and Society (Advanced) 30
English Law of Trusts & Land (Advanced)¹ 3 30
Intellectual Property Law (Advanced) 30
International Law of Marine Resources (Advanced) 30
Company Law (Advanced) 30

¹ This course is required for dual qualification.
³ This course cannot be taken by students on the English Law Stream.
4. BACHELOR OF LAWS LLB (LAW WITH LANGUAGES)

REGULATIONS

DEGREES OF BACHELOR OF LAWS WITH FRENCH (LLB WITH FRENCH);
BACHELOR OF LAWS WITH GERMAN (LLB WITH GERMAN);
BACHELOR OF LAWS WITH SPANISH (LLB WITH SPANISH)

The Degrees

1(1) The Degree of Bachelor of Laws with French, Bachelor of Laws with German and Bachelor of Laws with Spanish may be conferred with or without Honours.

1(2) The Degree with Honours may be conferred with the relevant language 'and European Legal Studies'.

1(3) The Degree with Honours is awarded in the following grades: First Class, Upper Second Class, Lower Second Class, Third Class, or Unclassified.

1(4) The Degree without Honours may be awarded 'with Distinction' to those who have displayed exceptional merit in their examinations.

Requirements for the Degree

2(1) In order to be awarded the Degree, you must (unless falling within one of the cases covered by Regulations 4, or 5):

a. pass the subjects in either List A or List B in the Schedule and any other subject indicated in the Schedule as compulsory; and

b. either:

i. attend the University for not less than four academic years and pass subjects listed in the Schedule which bear 520 or more credits in total, including at least 135 at Level 4 (in which case, your degree will be an Honours degree); or

ii. attend the University for not less than three academic years and pass subjects listed in the Schedule which bear 385 or more (but less than 520) credits in total, including at least 105 at Level 3 (in which case, your degree will be a degree without Honours).

2(2) If you fulfil the requirements of paragraph (1)(b)(i) of this Regulation by undertaking an ERASMUS exchange in accordance with Regulation 4, your degree will be an Honours degree with the relevant language 'and European Legal Studies'.

2(3) The total number of credits required by paragraph (1)(b) of this Regulation may not include more than 40 credits obtained by passing, or obtaining exemption from, any subject described in the Schedule as a 'relevant subject'.

2(4) Credits borne by subjects referred to in paragraph (1)(a) of this Regulation count towards the credit totals required by paragraph (1)(b), and for the purposes of paragraph (2)(b)(ii) any Level 4 subject shall be treated as a Level 3 subject.

Approved Course of Study

3(1) At or before the commencement of each semester, you must obtain the approval of your Adviser to your proposed course of study for that semester, and you must obtain his or her approval for any subsequent change to this course of study.
3(2) “If you are seeking to take an Honours Degree, before you take any Level 4 subject, you must have passed or obtained exemption from subjects bearing 120 credits or more at each of Levels 1, 2 and 3.

Note: In accordance with the University’s Assessment Policy, any passing grade at Level 3 achieved at a re-sit or re-submission will be considered as a D3 for Honours aggregation purposes”.

3(3) Unless otherwise permitted under Regulations 4, 5 or 6, or with the prior consent of the Dean of the School of Law and the Director of the Centre for Applied Linguistic and Language Studies, your approved course of study in each year must include subjects bearing in total not more than 140 credits, and will normally include the following:

a. in your first year of study, 140 credits comprising either List A or List B in the Schedule;

b. in your second year of study, 120 credits at least 80 of which are from subjects at Level 2, and which include those Level 2 subjects listed in the Schedule as compulsory;

c. in your third year of study, 125 credits, at least 105 of which are from subjects at Level 3 and, unless you spend the year in another University on an ERASMUS exchange under Regulation 4, which include those Level 3 subjects listed in the Schedule as compulsory;

d. in your fourth year of study (if any), 135 credits from subjects at Level 4, and including those subjects listed in the Schedule as compulsory.

3(4) Your Adviser may not approve the inclusion of any subject in a course of study more than three weeks after the work of that class has commenced, unless with the consent of the Dean of the School of Law and the Director of the Centre for Applied Linguistic and Language Studies.

3(5) If you are dissatisfied with a decision of your Adviser under this Regulation, you may appeal to the Dean of the School of Law, who shall consult the Director of the Centre for Applied Linguistic and Language Studies before deciding the appeal.

ERASMUS exchanges

4(1) You may spend either one or two semesters in a University other than Dundee (the 'host University') on an ERASMUS exchange approved by the School of Law.

4(2) If you do so:

a. your course of study for that semester or semesters must, before the year commences and subject to the host University’s requirements, be approved, and any change to it thereafter must be approved, by the Convenor of the ERASMUS Committee in consultation with the Director of the Centre for Applied Linguistic and Language Studies as well as your Adviser of Studies;

b. if your course of study is so approved, during that semester or semesters, you will be deemed, taking account of the host University’s credit system, to have obtained as many credits, and at whatever Levels, as the Convenor, subject to confirmation by the Dean of the School of Law, certifies;

c. you will be considered to have been attending the University during that semester or semesters;

d. the marks you obtain from the subjects in the approved course of study will, subject to paragraph (e) be converted into marks equivalent to marks obtained in Dundee by conversion scales approved by the Board of Examiners; and

e. you will be examined in Practical French 3, Practical German 3 or Practical Spanish 3 (whichever is appropriate) by Mode B.
Credit transfer

5(1) If you fulfil the requirement of paragraph (2) of this Regulation, the School of Law:
   a. may exempt you from passing a Level 1 or Level 2 subject or subjects listed in the Schedule bearing a total of not more than 120 credits, and if it does so;
   b. may substitute for the period of duration of study in Regulation 2(1)(b) the period of three academic years for an Honours degree or two years for a degree without Honours, as appropriate.

5(2) The requirement for exemption under paragraph (1) of this Regulation is that you have passed a similar subject or subjects at the same or a higher Level for another degree in a University in the United Kingdom, or in any other institution recognised for this purpose by the School of Law (whether or not that subject or subjects has or have been counted for graduation in that other degree), and the School shall determine the number and Level of credits borne by such subject or subjects, taking account of such relevant information concerning that University or other institution as is made available to the School.

5(3) In order to determine whether to exempt you under this Regulation, the School of Law may require you, to undergo assessment in the subject from which exemption is sought, and in such case the subject shall have the number and Level of credits borne by the most similar subject in the Schedule.

Repeating subjects

6(1) If you do not pass a subject or subjects in your course of study in any academic year, you are entitled to include such subject or subjects in your course of study for the following year.

6(2) If you are entitled to take a subject by virtue of paragraph (1) of this Regulation, you must undergo assessment, which may be the same form of assessment as is usually used for that subject, or another form approved by the School Board, but may not need to attend classes in it unless you:
   a. were excused from attending classes in that subject under this provision in the previous academic year (whether or not you did in fact take those classes); or
   b. were excluded from any part of the assessment for that subject in the previous academic year under Regulation 7(3); or
   c. are required to attend classes in that subject as a condition of being permitted (whether by the School of Law under Regulation 9(5) or, on appeal under Regulation 9(6), by the Senatus) to continue your studies despite failing to fulfil the requirements of Regulation 9(1).

6(3) If you have graduated but failed to pass a subject or subjects required to proceed to the next stage of professional qualification in any part of the United Kingdom:
   a. you are deemed to fall within paragraph (1) of this Regulation, and any restrictions contained in paragraph (2) which are relevant apply to you, and;
   b. you need not matriculate, provided you lodge an examination schedule or equivalent document at the prescribed time and pay the prescribed fees.

Assessment

7(1) In each academic year, there shall be a form of 'resit' assessment for subjects at Levels 1 to 3 but, subject to Regulation 8(4)(b), not for subjects at Level 4.

7(2) You may not attempt any assessment in any subject unless the relevant subject was included in your course of study for that semester.

7(3) If your attendance at the classes for any subject, or performance in the work for any of those classes, has not been satisfactory, the Dean of the School concerned may notify the Examinations
Office that you are not permitted to attempt any assessment, or further assessment, for that subject.

**Boards of Examiners**

8(1) The examiners for all subjects in the Schedule taken in that academic year by any student shall constitute the Board of Examiners.

8(2) The Convenor of the Board of Examiners shall be a member of the Board appointed by the School of Law.

8(3) The Board of Examiners, taking all relevant circumstances into account, shall:
   a. decide the final mark for each student in each subject, and
   b. decide whether that student has passed that subject, and
   c. in the case of a student seeking a degree with Honours, recommend to the Senatus, on the basis of the results in the courses taken at Level 3 and Level 4, the class of Honours to be awarded (provided always that it only takes account of Level 4 subjects taken in the academic year in which the Board is meeting, and those subjects at Level 3 taken in the year immediately preceding that year).

8(4) In the case of a student prevented by illness or by other sufficient cause from beginning or completing the assessment for Level 4 subjects, the Board of Examiners may recommend to the Senatus either:
   a. the award of a degree (in which case it shall recommend a class of Honours, an unclassified Honours Degree, or a Degree without Honours), or
   b. that the student undertake further assessment which shall be at a time which the Board decides (in which case, it shall recommend that the student undertake such assessment as she/he did not begin or complete, or all the assessments for that subject).

**Termination of Studies**

9(1) The progression requirements imposed by the School of Law and the Centre for Applied Linguistic and Language Studies are that you pass, or obtain exemption from, at least the following:
   a. Practical French 1, Practical German 1 or Practical Spanish 1 (whichever is relevant), and in all cases, any three other subjects in List A or List B (whichever is relevant), before the first anniversary of the relevant date;
   b. subjects (including all the compulsory Level 1 subjects, and Practical French 2, Practical German 2 or Practical Spanish 2, whichever is relevant) bearing 220 or more credits in total before the second anniversary of the relevant date;
   c. subjects (including all the compulsory Level 1 and Level 2 subjects and Practical French 3, Practical German 3 or Practical Spanish 3, whichever is relevant) bearing 340 credits in total before the third anniversary of the relevant date;
   d. subjects (including all compulsory subjects) bearing credits sufficient to obtain a degree without Honours before the fourth anniversary of the relevant date; or
   e. (if applicable) subjects (including all the compulsory subjects) bearing credits sufficient to obtain an Honours degree before the fifth anniversary of the relevant date.

9(2) The 'relevant date' is the date of first matriculation for the degree.
9(3) If your period of study has been reduced under Regulation 5, then paragraph (1)(c) of this Regulation shall not apply and the periods in paragraph (1)(d) and (e) of this Regulation shall be three years and four years respectively.

9(4) If during any academic year either you were not a matriculated student in the School of Law, or you withdrew from the course of study because of illness or other sufficient cause, the School may decide to discount that academic year for the purposes of paragraph (1) of this Regulation, but may impose such conditions as it thinks fit upon that decision, and these conditions may exempt you from the affects of paragraph (1) of this Regulation.

9(5) If you do not fulfil the requirements of paragraph (1) of this Regulations (as modified by paragraph (3) if appropriate) the School may terminate your studies, but may permit you to continue upon such condition as it thinks fit, and these conditions may exempt you from the effects of paragraph (1) of this Regulation.

9(6) If you have been required to discontinue your studies under this Regulation, you may appeal to Senatus.

Late Submission

10(1) In the case of any subject taught by the School of Law, if you fail to submit on time any written assignment which you have been required to do, and the Dean of the School of Law is not satisfied that there is good cause for the late submission, then:

   a. for each day or part of a day the work is late, the work will decrease by one point on the secondary band, up to a maximum of 5 days.

   b. after 5 days no mark is awarded.

10(2) The weekend is counted as one day for the purposes of this rule.

10(3) In the case of any subject taught by the Centre for Applied Linguistic and Language Studies, unless the Director of the Centre is satisfied that there is good cause for late submission or non-attendance:

   a. if you fail to submit on time any written assignment which you have been required to do, then:

      i. for each day or part of a day the work is late, the work will decrease by one point on the secondary band, up to a maximum of 5 days

      ii. after 5 days no mark is awarded.

      iii. the weekend is counted as one day for the purpose of this rule.

   b. if you fail to attend an oral assessment which you have been required to attend, then no mark will be awarded to you for that assessment.

Diploma and Certificate in Higher Education

11(1) If you withdraw from the degree before fulfilling the requirements of Regulation 2, but have attended the University for not less than two years, and have passed subjects bearing at least 260 credits, including all subjects in List A or List B, and Practical French 1, Practical German 1 or Practical Spanish 1 in the Schedule, before the second anniversary of your first matriculation for the degree, Senatus may, on the recommendation of the School of Law, award you the Diploma in Higher Education (Law with Languages).

11(2) If you withdraw from the Degree before fulfilling the requirements of Regulation 2, or those of paragraph (1) of this Regulation, but have attended the University for not less than one year, and have passed all subjects in either List A or List B in the schedule, before the first anniversary of your
first matriculation for the degree, Senatus may, on the recommendation of the School of Law, award you the Certificate in Higher Education (Law with Languages).

11(3) No year which has been discounted under Regulation 5 or 9 may be counted for the purpose of this Regulation, nor may any subject for which exemption has been granted under Regulation 5.

**Schedule**

All courses marked by an asterisk are compulsory to the extent indicated in Regulation 2 and this Schedule, read together.

Not all subjects are available in all years.

'Relevant subject' means a course, module or subject, however described, taught in a School or like unit of the University other than the School of Law.

'Necessary consent' means the consents of the Dean of the School of Law and the Dean (or equivalent) of the School or like unit in which the relevant subject is taught.

'Appropriate credits' means the credits attributed to a relevant subject by the School or like unit in which it is taught.

**Level 1 Subjects**

<table>
<thead>
<tr>
<th>Level 1 Subjects</th>
<th>Credits</th>
<th>List B</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Foundations of Law</td>
<td>20</td>
<td>*Foundations of Law</td>
<td>20</td>
</tr>
<tr>
<td>*Private Law of Scotland I</td>
<td>20</td>
<td>*Public Law I</td>
<td>20</td>
</tr>
<tr>
<td>*Public Law I</td>
<td>20</td>
<td>*English Law of Contract</td>
<td>20</td>
</tr>
<tr>
<td>*Private Law of Scotland II</td>
<td>20</td>
<td>*English Law of Tort</td>
<td>20</td>
</tr>
<tr>
<td>*Public Law II – Controls on Power</td>
<td>20</td>
<td>*Practical French 1 or Practical German 1 or Practical Spanish 1</td>
<td>40</td>
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</table>

*Practical French 1 or Practical German 1 or Practical Spanish 1

and, with the necessary consents, any relevant subject or subjects at Level 1, with the appropriate credits.

**Level 2 Subjects**

<table>
<thead>
<tr>
<th>Level 2 Subjects</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Scots Criminal Law &amp; Evidence</td>
<td>20</td>
</tr>
<tr>
<td>*English Criminal Law &amp; Evidence</td>
<td>20</td>
</tr>
<tr>
<td>*Public Law III – Rights and Freedom</td>
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<tr>
<td>English Law of Equity and Trusts</td>
<td>20</td>
</tr>
<tr>
<td>English Law of Evidence</td>
<td>10</td>
</tr>
<tr>
<td>*English Property Law (compulsory only for those who took List B subjects)</td>
<td>20</td>
</tr>
<tr>
<td>Commercial Law</td>
<td>20</td>
</tr>
<tr>
<td>Family Law</td>
<td>20</td>
</tr>
<tr>
<td>Roman Law</td>
<td>20</td>
</tr>
<tr>
<td>*Scottish Property Law (compulsory only for those who took List A subjects)</td>
<td>20</td>
</tr>
</tbody>
</table>
*Practical French 2 or Practical German 2 or Practical Spanish 2 40

and, with the necessary consents, any relevant subject or subjects at Level 2, with the appropriate credits.

**Level 3 Subjects**

* Justice Law and Human Rights 30
  Private International Law 30
  Forensic Medicine 30
  International Law 30
  Medicine & The Law 30
  Environmental Law 30
  International Criminal Law 30
  Private Law of Scotland III 30
  Roman Law (available in 2011-12 only at level 3) 30
  Law, Family and Society 30
  Intellectual Property Law 30
  International Law of Marine Resources 30
  Company Law 30
  Contractual Liability in Scots Law 30
  Delictual Liability in Scots Law 30
  Scots Criminal Law and Elements of Procedure 30
  Practical French (Law) 30

(available only to those taking Law with German or Law with Spanish)

Scots Criminal Law and Elements of Procedure 30

*Practical French 3 or Practical German 3 or Practical Spanish 3 (Mode A or Mode B) 15

and, with the necessary consents, any relevant subject or subjects at Level 3, with the appropriate credits.

**Level 4 Subjects**

* Dissertation or Memorial or Law Reform Report 30

* Practical French 4 or Practical German 4 or Practical Spanish 4 15

Justice Law & Human Rights (Advanced) 30
Private International Law (Advanced) 30
International Law (Advanced) 30
Medicine & The Law (Advanced) 30
Environmental Law (Advanced) 30
International Criminal Law (Advanced) 30
Private Law of Scotland III (Advanced) 30
Roman Law (available in 2011-12 only at level 3) 30
Law, Family and Society (Advanced) 30
Intellectual Property Law (Advanced) 30
International Law of Marine Resources (Advanced) 30
Company Law (Advanced) 30

FOR STUDENTS WHO ENROLLED PRIOR TO SESSION 2011-12 (PLEASE NOTE THAT FOR STUDENTS AT LEVEL 4 IN 2011-12 THE DISSERTATION IS WORTH 60 CREDITS.)

<table>
<thead>
<tr>
<th>Level 1 subjects</th>
<th>Subject</th>
<th>Credit</th>
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<tbody>
<tr>
<td></td>
<td>*Legal Method and Systems</td>
<td>20</td>
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<tr>
<td></td>
<td>*Constitutional Law</td>
<td>20</td>
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<td>*Scots Criminal Law</td>
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<td>*Scots Law of Delict</td>
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<td>*Scots Law of Contract</td>
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<td>*Practical French I or Practical German 1 or Practical Spanish 1.</td>
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<td>*Practical French I or Practical German 1 or Practical Spanish 1.</td>
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and, with the necessary consents, any relevant subject or subjects at Level 1, with the appropriate credits.

<table>
<thead>
<tr>
<th>Level 2 subjects</th>
<th>Subject</th>
<th>Credit</th>
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<tbody>
<tr>
<td></td>
<td>*Administrative Law</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>English Law of Equity and Trusts</td>
<td>20</td>
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<tr>
<td></td>
<td>*English Property Law</td>
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<td></td>
<td>(compulsory only for those who took List B subjects)</td>
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<tr>
<td></td>
<td>European Union Law</td>
<td>20</td>
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<td>Mercantile Law</td>
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<td>Scottish Family Law</td>
<td>20</td>
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<td></td>
<td>Evidence</td>
<td>10</td>
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<tr>
<td></td>
<td>*Scottish Property Law</td>
<td>20</td>
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<td>(compulsory only for those who took List A subjects)</td>
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<tr>
<td></td>
<td>Revenue Law</td>
<td>10</td>
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<tr>
<td></td>
<td>*Practical French 2 or Practical German 2 or Practical Spanish 2.</td>
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and, with the necessary consents, any relevant subject or subjects at Level 2, with the appropriate credits number of 30

<table>
<thead>
<tr>
<th>Level 3 subjects</th>
<th>Subject</th>
<th>Credit</th>
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<tbody>
<tr>
<td></td>
<td>*Justice Law &amp; Human Rights</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>Private International Law</td>
<td>30</td>
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</tbody>
</table>
Forensic Medicine 30
International Law 30
Medicine & The Law 30
Environmental Law 30
International Criminal Law 30
Private Law of Scotland III 30
Roman Law (available in 2011-12 only at level 3) 30
Law, Family and Society 30
Intellectual Property Law 30
International Law of Marine Resources 30
Company Law 30
Contractual Liability in Scots Law 30
Delictual Liability in Scots Law 30
Scots Criminal Law and Elements of Procedure 30
Practical French 3 or Practice German 3 or Practical Spanish 3 40
and, with the necessary consents, any relevant subject or subjects at Level 3, with the appropriate credits.

Level 4 subjects

* Dissertation, Memorial or Law Reform Report 60
Justice Law & Human Rights (Advanced) 30
Private International Law (Advanced) 30
International Law (Advanced) 30
Medicine & The Law (Advanced) 30
Environmental Law (Advanced) 30
International Criminal Law (Advanced) 30
Private Law of Scotland III (Advanced) 30
Roman Law (available in 2011-12 only at level 3) 30
Law, Family and Society (Advanced) 30
Intellectual Property Law (Advanced) 30
International Law of Marine Resources (Advanced) 30
Company Law (Advanced) 30
Practical French 4 or Practical German 4 or Practical Spanish 4 40
MBChB PROGRAMME REGULATIONS

MBChB 2015/2016

The regulations described here relate to the undergraduate programme in the School of Medicine, i.e. the degree of MBChB. Students accepted onto the joint MBChB/MSc or MBChB/PhD programmes should refer to the relevant higher degree regulations. The MBChB regulations are additional to, and should be read in conjunction with, the University of Dundee, Senate Regulations, which apply to all undergraduate programmes, unless otherwise stated.

Every undergraduate student in the School of Medicine must comply with these regulations. Regulations are reviewed every academic year and pertain to the current year of study. In exceptional circumstances a concession to allow relaxation of a specific regulation may be granted by the Dean of Medicine or his/her nominee.

Students are also directed to:

1. The appropriate Course Handbook for detailed structure of their programme
2. The Study Guides for information on timetable, formative assessment
3. The Medical School Charter

Degrees of Bachelor of Medicine and Bachelor of Surgery (MBChB) - Regulations

General

1. The Degrees of Bachelor of Medicine and Bachelor of Surgery may only be awarded conjointly.

2. The Degrees may be awarded without qualification or 'with Honours' or 'with Commendation' on the recommendation of the MBChB Examining Board:

Outstanding performance in individual parts of the course may, at the discretion of the Board, be entered in the published examination results as 'with Distinction'.

A student who achieves 'with Distinction' at the end of each year will be automatically awarded the Degrees 'with Honours'. Other students may be considered by the MBChB Examining Board for the award of 'with Honours' or 'with Commendation' at their discretion.

3. Every candidate for the Degrees must attend in the University during not less than three academic years (six semesters), unless exceptional permission is granted by the School of Medicine and the conditions set are fulfilled.

4. The curriculum for the Degrees may consist of two courses of study, the Premedical Course or Foundation course and the Medical Course. Most applicants will be admitted directly into the Medical Course.

5. The Premedical Course and Foundation Course shall extend over a period of one academic year (two semesters) and the Medical Course over a period of five academic years. Years 1-5 of the Medical Course all extend beyond the length of the standard University academic year varying in length from 30 weeks to 44 weeks. Details are promulgated annually.

6. In special circumstances students may be permitted to interrupt studies or repeat a year of study because of for example ill-health, service or sporting commitments or an episode of academic failure. Only in highly exceptional circumstances will students be permitted more than two such years of interrupted progress, whether taken consecutively or at intervals throughout the programme. Students will not be permitted to repeat more than one year of the programme following academic failure. Approved study for an intercalated degree does not constitute interrupted progress.
7. Except where exemptions have been granted under the terms of these Regulations, a candidate will be examined on the contents of the two courses in accordance with the School’s approved assessment procedures.

The Premedical Course

8. Before entering the course candidates must satisfy the general entrance requirements of the University and any additional conditions deemed necessary by the School Board, as published in the University Prospectus.

9. Every candidate unless granted exemption under the terms of these Regulations, must undertake study in subjects outlined in the relevant programme specification and satisfy the examiners in these modules.

10. Progression from the Pre-Medical Course to the Medical Course requires satisfactory academic performance at the first diet (May/June) of the qualifying examinations unless granted exemption or postponement by the Dean. Resit examinations (August/September) are not considered unless by prior agreement of the Dean.

11. Satisfactory performance requires
   a) an average of B3 or above unless alternative requirements have been agreed by the Dean and
   b) satisfactory performance in the MMI being demonstrated prior to or during the Premedical Course.

Foundation to Medicine Course

12. Before entering the course candidates must satisfy the general entrance requirements of the University and any additional conditions deemed necessary by the School Board,

13. Every candidate unless granted exemption under the terms of these Regulations, must undertake study in subjects outlined in the relevant programme specification and satisfy the examiners in these modules.

14. Progression from the Foundation Course to the Medical Course requires satisfactory academic performance at the first diet (May/June) of the qualifying examinations unless granted exemption or postponement by the Dean. Resit examinations (August/September) are not considered unless by prior agreement of the Dean.

15. Satisfactory performance requires a) an average of B3 or above unless alternative requirements have been agreed by the Dean, b) satisfactory performance in the MMI, c) final score of 13 in the English language modules and d) score of over 2400 in the UKCAT test prior to, or during, the Foundation Course.

The Medical Course

16. Before entering the course candidates must either (a) successfully complete the pre-medical Course or (b) satisfy the general entrance requirements of the University and any additional conditions deemed necessary by the College Board, as published in the University Prospectus.

17. Subject to any exemptions granted under the terms of these Regulations, a candidate who has been accepted for entry to the Medical Course shall normally be expected to pursue the course for not less than five academic years.

18. Students will be required to comply with the detailed requirements of the curriculum and must pass all the requisite assessments meeting the standard set for summative examinations (including portfolio examinations) in order to progress to the next year of study.
19. Students are expected to attend all the classes and clinical teaching sessions appropriate to their course. Students must inform the Medical School Undergraduate Office immediately if they are unable to attend any part of the Medical Course or assessment. In case of illness they must produce a self-certificate for any period of absence. If a period of absence due to illness is more than five working days they must provide a certificate from their doctor. In addition, students must inform the Year Convenor.

If absence is requested on account of a personal issue the appropriate request form must be completed and absence taken only when approval is confirmed by the Medical School Undergraduate Office. Failure to comply fully with the guidelines set out in this regulation will result in the student being marked absent. Absence from a core module or a directed study module could result in debarment from the subsequent core assessment. Absence from a student selected component could result in failure of the SSC, consequent failure of the overall year-end assessment and a bar to progression to the next stage of the course.

Absences from required teaching activities are recorded. If attendance drops below 85%, students will normally be debarred from the examinations.

Where an entire system or ward block has been missed due to explained absence, specific arrangements may be required to compensate.

20. If there are circumstances which are likely to affect performance in examinations such as severe or chronic illness, disability, or adverse domestic circumstances, which a student wishes the Board of Examiners to take into account when assessing performance, full details should be provided in writing to the Medical School Undergraduate Office along with appropriate evidence (e.g. medical certificate) prior to the start of the examination diet if possible.

21. Any candidate who fails to submit the Year course work (Portfolio/Record of Clinical Experience and any other set tasks) by the due date or complete course work satisfactorily may be debarred from the degree examinations and will be deemed to have failed the academic year.

22. Students are required to participate in the SSC selection process, either by selecting SSCs from the repertoire of organised SSCs, or by submitting a self-proposed SSC (SPSSC). Students who ignore the SSC selection process will be allocated to SSCs.

Self-proposed SSCs (SPSSCs) must be approved in advance by the SSC Convenor. Where appropriate, e.g. for study overseas, the proposal must be discussed in detail before approval may be granted. Upon completion of the SPSSC it is the personal responsibility of the student to ensure that the assessment form is returned to the Medical School Undergraduate Office in a timely manner, normally within two weeks of the completion of the SPSSC. Failure to meet this deadline may result in the student being awarded a fail mark and consequently not progressing to the following year.

23. Students whose attendance at an SSC is judged by their SSC supervisor to be insufficient to permit satisfactory completion will be required to self-propose a replacement SPSSC of the same duration to be completed over the summer vacation. This must be completed to a satisfactory standard in order to permit progression to the next year. If valid reasons provided for absence, grading of the incomplete SSC will be deferred.

24. Students are required to complete and pass the requisite SSC elements of each year of study. If a student’s coursework for an SSC is assessed as below an acceptable standard, then subsequent coursework must be submitted to an acceptable standard before the student may be permitted to progress to the next year.
Assessment and Progress

25. Students’ skills, knowledge and professionalism are assessed against the outcomes set by the GMC in the Tomorrow’s Doctors document (http://tinyurl.com/7gd7mwh). Details of these outcomes can also be found in the MBChB course handbook. Professionalism is continually assessed and where lapses in professionalism (LIP) occur, ‘LIP’ points may be awarded. Accumulation of LIP points may lead to enhanced supervision, with the expectation that students will reflect on behaviour and demonstrate insight and subsequent improvement in professionalism. Failure to engage with the system or failure to show improvement may result in debarment from the exams and/or fitness to practise proceedings.

26. A candidate shall be assessed at such times and by such means as the Board of the School of Medicine may from time to time determine. Core summative assessments may include written, online, clinical and practical elements. Students will be required to meet the standard required in each assessment to progress to the next stage of the programme.

Details of the assessment programme are published in the course information.

27. During all academic years students will be required to resit only the component of the examination in which he/she is incomplete. The exception to this is when the next resit opportunity is greater than six months from the initial assessment date. In order to ensure that both clinical and academic knowledge are of a high enough level to proceed in the programme, candidates in this situation will be required to re-sit all assessment components at the next available opportunity. The facility to resit components of the assessment will be offered according to the Resit Diet timetable for each year group. All students who fail the examinations at the resit will be referred to the Academic Review Committee (Termination of Studies).

28. A student who successfully completes the initial three years of the Medical Course and passes all necessary assessments will be eligible for an exit award of BSc (Medical Studies).

29. A student who successfully completes the initial four years of the Medical Course and passes all necessary assessments including the first part of the final MBChB examination will be eligible for an exit award of BSc (Medical Studies) with Honours (unclassified).

30. A candidate shall be eligible for the award of the Degree of MBChB after satisfying the examiners in the Final Examinations for MBChB.

Termination of Studies

31. A candidate who has unsatisfactory attendance at classes, including student selected components, or who has otherwise failed to perform required work or submit the necessary assessment report with reasonable diligence in the case of SPSSCs, may be deemed to have failed to complete satisfactorily that part of the course and as a consequence be debarred from the respective examination diet.

Any student who has failed to provide an adequate explanation of absence from any assessment procedure will be deemed to have failed that assessment.

32. A candidate who has not, by the end of a Year of the course, successfully completed all the assessments may be required to discontinue studies by the School of Medicine Academic Review Committee, subject to a right of appeal to the University Senate, or be permitted to continue under such conditions as the Board of the School of Medicine may prescribe.

Fitness to Practise

33. In the undergraduate curriculum, outcomes including attitude, ethical stance and professionalism are a part of the core curriculum and satisfactory standards must be achieved as part of the academic assessment process. Additional factors, which could affect the fitness of an
individual to practise medicine, are not included in the academic assessment process. Such factors include criminal conviction, psychiatric illness, disabling physical illness, drug dependency or the development of an infectious illness that may put patients at risk.

For such eventualities the School of Medicine has a formally constituted Fitness to Practise Committee which operates under separate Regulations. The Committee may also be involved if there is a genuine doubt about any aspects of a student’s professionalism, attitude and ethical stance or to investigate substantial (not anonymous) allegations made about a particular student’s conduct. Findings of the Fitness to Practise Committee may be:

- No further action
- Student receives a formal warning about misconduct
- Student fitness to practise is judged to be impaired and they receive a sanction – conditions or undertakings, suspension from medical studies for a specific period, prevention from graduating or termination of medical studies.

34. In the case of a student whose conduct, clinical ability, knowledge or health gives rise to concerns that patient safety or the student’s personal well-being could be compromised, the Dean of Medicine, following consultation with relevant clinical staff, may temporarily debar the student from all or any work on the course. As soon as circumstances permit, the student may either be reinstated or be subject to procedures in accordance with the Fitness to Practise Regulations.

**Suspension of Studies**

35. A student may be permitted to withdraw temporarily from the Medical Course due to unforeseen health or personal circumstances with the permission of the Year Convenor in discussion with the Dean. Formal evidence such as a medical certificate may be required as appropriate.

36. Where the reason for the withdrawal is health-related a return to the course will require a medical report that confirms not only that they are fit to return to studies but that the issue has been resolved satisfactorily. Particular study may be prescribed on their return to enable them to resume the course.

37. A student who has been temporarily withdrawn from the course for a period of greater than one academic year will normally be required after consideration by the Support and Progress Committee, on return to enter an earlier year of the programme, even if this year(s) has previously been successfully completed.
NURSING PROGRAMME REGULATIONS

BACHELOR OF SCIENCE (NURSING)

(Note: the powers and duties conferred upon the Senatus under these regulations have been
delegated to the College Board of Medicine, Dentistry and Nursing. Unless otherwise stated,
reference to College Board means the College Board of Medicine, Dentistry and Nursing)

1. Admission

Before entering a programme of study for the Bachelor of Science (Nursing), a candidate shall have
at least 10 years of general education, shall satisfy the entrance requirements specified by the
College Board and any additional conditions deemed necessary by the College Board.

2. Duration of Study

2.1 Having initially matriculated for the Degree, a candidate’s programme of study shall be
pursued in consecutive academic years except with the special permission of the Senatus
Academicus.

All candidates must complete the Degree programme within 5 years of the initial matriculation date.

A candidate for the Degree must attend the University during not less than three academic years
undertake all modules prescribed in the programme schedule and pass all the assessments similarly
prescribed.

A candidate who has attended as a graduating student in any College of the University or in another
University or equivalent institution recognised for this purpose by the Senatus may be exempted
from some of the assessments for the Degree provided that assessments deemed by the College
Board to be of equivalent standard in appropriate subjects have been passed and that such further
assessments as are necessary for the award of the Degree shall be passed in the College. To qualify
for the award of the Degree a candidate admitted under this Regulation shall have followed an
approved course of study within the College extending over at least one academic year.

3. Attendance and Performance

A matriculated student whose attendance, conduct and work in any class or placement in any
academic year has been unsatisfactory shall not be entitled to proceed to the assessment for that
subject.

A candidate who for any cause is absent from any class or placement for a period in excess of that
specified in the programme handbook may be required to discontinue studies for the Degree.

4. Curriculum

The programme shall normally consist of 36 months study and a candidate will specialise in one of
the following fields of nursing: Adult, Mental Health or Child Nursing.

Each year of the programme of study for the Degree shall consist of two semesters of 22/23 weeks
duration.

Year one and two of the programme consists of four 20 point modules and one 40 point module.

Year three consists of four 30 point modules.

Programmes of study (modules) leading to the award of the Degree are offered at three levels;
Scottish Credit and Qualification Framework (SCQF) levels seven, eight and nine.

5. Assessment

5.1 The method of examining the performance of candidates shall be such as may be
determined by the examiners, approved by the College Board and published in the programme
handbook.
5.2 In order to complete the requirements for the award of Bachelor of Science (Nursing), candidates must satisfy the examiners in all elements of the assessment for the award.

6. Board of Examiners

The Board of Examiners shall be such of the academic staff giving instruction in subjects qualifying for the Degree as the College Board shall determine and such external examiners as may be appointed from time to time by the University Court.

7. Progress and Termination of Studies

7.1 Each candidate must pass all the assessments required in each year of the programme before being admitted to the subsequent year. Progression from level seven to eight and level eight to nine is dependent upon successful completion of all modules at the preceding level. In line with NMC regulations, progression points have been established at the end of each academic year. Students are required to have successfully completed all the outcomes within the progression point period within 12 weeks of entering the next academic level.

7.2 The Degree may be awarded "with distinction" to candidates who have completed 120 credits at level nine in any one year of full-time study and who have achieved a grade of B3 or better in each of those level nine modules at 1st attempt.*

7.3 The Degree may be awarded "with merit" to candidates who have completed 129 credits at level nine in any one year of full-time study and who have achieved a grade of C3 or better in each of those level nine modules at 1st attempt.*

A candidate who fails to satisfy the examiners in any item of assessment will normally be given one further opportunity for re-assessment, the exception being where a candidate has failed to submit for the first attempt and has not provided mitigation, presented a medical certificate nor had approval from the relevant person.

Mitigation should be presented where a candidate is experiencing personal difficulties which they consider may affect academic or practice performance. Any candidate presenting mitigating circumstances must do so using the prescribed form and before submitting an assessment piece or taking an examination. Mitigation must normally be presented with supporting evidence.

A candidate who fails to satisfy the examiners following re-assessment will be required to discontinue studies.

Candidates who are discontinued and have accrued sufficient points at the prescribed level and have satisfied all other assessment requirements as prescribed in the programme handbook may be submitted for the award of Certificate or Diploma of Higher Education in Health Studies as detailed in the programme handbook.

7.6 A candidate whose studies have been terminated under Regulation 3, Regulation 5 or Regulation 7 may appeal to the Senatus for leave to continue studies.

7.7 A candidate whose appeal against termination of studies is successful may continue studies subject to such conditions as the Head of Undergraduate Studies may determine.

8. Syllabus of Programmes and Examinations

8 The form and content of the modules, assessments and examinations for the Bachelor of Science (Nursing) shall be as prescribed by Senatus from time to time and as prescribed in the programme handbook.

9. Fitness to Practise
9.1 Outcomes including attitude, ethical stance, communication skills and professionalism are part of the core curriculum and satisfactory standards must be achieved as part of the academic assessment process.

9.2 Additional factors which could affect the fitness of a candidate to practice nursing are not included in the academic assessment process. Such factors include criminal conviction, psychiatric illness, disabling physical illness, drug dependency or the development during the programme of an infectious illness that may put patients at risk.

9.3 For such eventualities the School has formally constituted a Fitness to Practise Committee to review and determine any candidate’s Fitness to Practise.

9.4 The Fitness to Practise Committee may also be called to determine if there is a genuine doubt about any aspects of a candidate’s professionalism, attitude, and ethical stance or to investigate substantive (non-anonymous) allegations made about a particular candidate’s conduct.

9.5 A finding by the Fitness to Practise Committee that any outcome is unsatisfactory will have an effect equal to failing an academic assessment.

9.6 This may result in a determination that the candidate has failed the programme and/or is required to repeat any element of the programme as the College Board may decide.

Note *
Where a candidate has mitigation substantiated by appropriate documentary evidence, the Board of Examiners may use discretion in considering whether a distinction or merit award is made
ORAL HEALTH SCIENCES PROGRAMME REGULATIONS

Bachelor of Science (BSc) in Oral Health Sciences

Admission

1 Before entering a course of study for the Degree, a candidate shall be at least 17 years of age, shall satisfy the entrance requirements specified by the School Board of Dentistry and any additional conditions deemed necessary by the School Board.

Duration of Study

2(1) Having initially matriculated for the Degree, a candidate’s course of study shall be pursued in consecutive academic years except with the special permission of the School Board.

2(2) A candidate for the Degree, unless granted a concession or exemption under these Regulations, must attend in the University during not less than three academic years, courses of instruction in subjects prescribed in these Regulations and must pass the assessments similarly prescribed.

2(3) A candidate who has attended as a graduating student in any School of the University or in another University or equivalent institution recognised for this purpose by the Senatus may be exempted from some of the assessments for the Degree provided that assessments deemed by the School Board to be of equivalent standard in appropriate subjects have been passed and that such further assessments as are necessary for the award of the Degree shall be passed in the School. To qualify for the award of the Degree a candidate admitted under this Regulation shall have followed an approved course of study within the School extending over at least two academic years.

Attendance and Performance

3(1) A matriculated, graduating candidate whose attendance, conduct or work in any class, clinic or placement in any academic year has been unsatisfactory to the Programme Lead, on the advice of the Examiners, shall not be entitled to proceed to the assessment for that subject.

3(2) A candidate who from any cause is absent from any class, clinic or placement for a period in excess of that specified in the course handbook may be required to discontinue studies for the Degree.

3(3) In the case of a student whose clinical ability or knowledge gives rise to concerns that patient safety could be compromised, the Dean of Dentistry, after seeking advice from relevant clinical staff, may debar the student in question from all or any clinical work within or outwith Dundee Dental Hospital and School.

Curriculum

4(1) The programme for the Degree shall consist of six semesters within three calendar years. Each year shall consist of two semesters.

4(2) Each semester shall consist of a programme of modules and clinical practice as set out in the course handbook and approved from time to time by the School Board.

Assessment and Evaluations

5 The method of examining and assessing the performance of candidates shall be such as may be determined by the Examiners, approved by the School Board and published in the course handbook.

Board of Examiners
6 The Board of Examiners shall by such of the academic staff (including those with honorary appointments) giving instruction in subjects qualifying for the Degree as the School Board shall determine and such external examiners as may be appointed from time to time by the University Court.

Progress and Termination of Studies

7(1) Except with the special permission of the Board of Examiners, or sufficient cause being shown, each candidate must pass all the assessments required in the first year of the programme before being admitted to the second year and must pass all the assessments required in the second year of the programme before being admitted to the third year.

7(2) A candidate who fails to satisfy the examiners in any item of assessment will normally be given one further opportunity for re-assessment. A candidate who fails to satisfy the examiners following re-assessment will be required to discontinue studies for the Degree.

7(3) A candidate whose studies have been terminated under Regulation 3 or Regulation 7(2) may appeal to the Dental School Termination of Studies (Appeals) Committee. If such an appeal is successful, the candidate may be permitted to resume studies subject to such conditions as the Dean of Dentistry may determine. If an appeal is rejected by the Dental School Committee it will be reconsidered by the Senate Termination of Studies (Appeals) Committee.

Intermediate Exit Award

8 Candidates who leave the programme prior to completing the requirements for the degree may be awarded the Diploma of Higher Education (Dental Hygiene) qualification, subject to completion of appropriate modules.

Award of Degree

9 The Degree may be awarded either as a BSc or, as outlined in the Syllabus of Examinations, as a BSc with Distinction.