



## UCL Academic Manual 2016-17

### Chapter 8: Derogations and Variations

# Bachelor of Laws (LLB) Scheme of Award 2016/17

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The LLB Scheme of Award applies from September 2016 to new and continuing students.

Subject to UCL's Academic Manual; Chapter 4: assessment Framework for Taught Programmes, the Laws Undergraduate Board of Examiners (**the Board**), which is reconstituted each year, may amend the Scheme of Award, and may exercise its discretion in their application where appropriate according to the circumstances of each candidate.

#### **Minor Definitions**

'**Bad fail**' where the final mark awarded in a module is below 30.

'**Final year**' means the year in which a candidate sits the examination preceding the Board's consideration of the candidate for award of the degree.

'**Intermediate**' year means the first year of the candidate's study.

'**Module**' means one 15 credit-point unit.

'**Part I**' means the second year of a candidate's study.

'**Part II**' means:

- for a 3-year LLB degree: the candidate's third, and final, year of study;
- for a 4-year degree where one of the years is spent studying abroad: the candidate's fourth, and final, year of study.

'Resit the year' means that the candidate shall be required to resit the assessments in **all** modules taken that year.

### **Passing a Module**

1. The final mark awarded for each module shall be a mark out of a (nominal) 100.
2. A candidate passes a module if awarded a final mark of 40 or above.
3. Subject to regulations 11 and 12, below, concerning cases of non or late submission, where a single module is assessed by both written examination and course essay candidates will be assessed on the basis of the aggregate mark for both. A candidate may therefore pass a module even where they have failed one element of the assessment for that module, provided that the aggregate mark is a pass.

### **Progression**

4. A candidate passes a year if they pass all modules studied that year.
5. A candidate who passes a year shall be entitled to progress to the next year.

### **Extenuating Circumstances**

6. A Faculty Extenuating Circumstances Panel shall have authority to consider circumstances notified in the proper form (and supported by appropriate evidence) which may have affected a candidate's:
  - i. performance in one, any, or all examination(s);
  - ii. ability to submit one, any, or all course essay(s) on time, or at all;
  - iii. performance in one, any, or all course essay(s); or
  - iv. performance during the academic year.

The Panel shall make recommendations to the Board of Examiners, indicating to which part of the assessment its recommendation relates.

### **Failures: Principles applicable to all years**

7. A failure in a module shall be considered a "bad fail" where the final mark awarded in that module is below 30.
8. Where a failed module is assessed by both written examination and course essay, a candidate who has failed the module on aggregate may elect to carry forward the mark(s) awarded for the essay or to submit a revised essay(s) on the same question(s).
9. Where relevant in the following Regulations, assessment of whether a candidate has compensating strength elsewhere shall be a matter for the discretion of the Board.
10. Where a candidate has failed a module for the first time, their next attempt at the examination and/or course essay in that subject will normally be considered

a “second attempt”. Any subsequent attempt will normally be considered a “third attempt”. The number of attempts a candidate has taken in order to pass a module shall be recorded on their final UCL transcript.

### **Unauthorised absences from an examination &/or unauthorised non-submission of a course essay;**

11. In the case of an unauthorised absence from an examination or unauthorised non-submission of a course essay, a mark of zero shall be recorded for the element of the assessment which has not been submitted, or the examination that has not been sat. In addition, and irrespective of whether the candidate passes the module on aggregate, the assessment in that module shall be considered incomplete and the candidate shall be required to resit the module.

### **12. Late Submission of a course essay;**

a. In cases of unauthorised late-submission of a course essay:

- i. Where a course essay is submitted up to 2 working days late, the mark awarded shall be reduced by 10 percentage points (but a pass mark shall not be reduced below 40%);
- ii. Where a course essay is submitted more than 2 working days late but not more than 5 working days late, a maximum mark of 40% shall be awarded;
- iii. Where a course essay is submitted more than 5 working days late, but before the end of the UCL undergraduate examination period, a mark of zero shall be recorded but the assessment shall be considered complete;
- iv. Where a course essay is submitted after the end of the UCL undergraduate examination period, the late submission shall be treated as non-submission and shall fall within Regulation 11, above.

### **Exceeding maximum prescribed word limits**

- b. In cases of submission of a course essay that exceeds the prescribed maximum word count, the mark awarded shall be reduced by 10 percentage points (but a pass mark shall not be reduced below 40%);
- c. In the case of coursework that is submitted over length and is also late, the greater of any penalty will apply.

### **Failures in the Intermediate Examinations**

13. In their Intermediate year, a candidate who fails in **one** module shall be offered the opportunity to resit the examination / coursework in that module provided:

- i. the fail is not a bad fail; **and**
- ii. the candidate has compensating strength elsewhere.

14. A candidate who fails **two or more** modules in their Intermediate year, **OR** who does not satisfy the conditions of Principle 13(i) and (ii), above, shall be required to **resit the year**.

### **Failures in Resit Examinations: Intermediate Year**

15. Where a candidate who is resitting in a **single** module fails the resit in that module, they will normally be required to **resit the year**.
16. Where a candidate who is **resitting the year** does not pass **all** modules at that sitting, their studies will normally be terminated.

### **Failures in the Part I Examinations**

17. In their Part I year, a candidate who fails **one** module may be offered the opportunity to resit the examination / coursework in that module provided:
  - i. no fail is a bad fail; **and**
  - ii. the candidate has compensating strength elsewhere.
18. A candidate who fails **two or more** modules in their Part I year, **OR** who does not satisfy the conditions of Regulations 17(i) and (ii), above, shall be required to **resit the year**.

### **Failures in Resit Examinations: Part I Examinations**

19. Where a candidate who is resitting in a **single** module fails the resit in that module, they will normally be required to resit the year.
20. Where a candidate who is **resitting the year** does not pass **all** modules at that sitting, their studies will normally be terminated.
21. A candidate shall have a maximum of three attempts at any given module. A candidate who fails to pass a module at the third attempt will normally have their studies terminated.

### **Failures in Final Year Examinations**

22. Where a candidate fails **one** module in their final year, the Board shall have discretion to condone that failure and award a degree provided:
  - i. the Board considers the mark to be capable of condonation; **and**
  - ii. the candidate has compensating strength elsewhere.

***The Board shall usually take the views of the candidate into account when exercising its power under Regulation 22.***

23. A condoned failure in a module sat in a candidate's final year may be considered sufficient to reduce an overall classification by one class. Therefore a 1<sup>st</sup> class profile could be reduced to a 2(I), a 2(I) profile could be reduced to a 2(II), a 2(II) profile could be reduced to a 3<sup>rd</sup> and a 3<sup>rd</sup> class profile could be reduced to an Ordinary (i.e. non-honours) degree.
24. If the Board exercises its discretion under Regulation 22, above, and decides **not** to condone a failure, the candidate shall be required to **resit the year**.
25. A candidate who fails **more than one** subject in their final year, **OR** who does

not satisfy the conditions of Regulation 22(i) and (ii), above, shall be required to **resit the year.**

### **Failures in Resit Examinations: Final Year**

26. Where a candidate who is resitting the final year does not pass **all** modules, their studies will normally be terminated.

### **Classification of Awards**

27. For the purposes of classifying all degrees except those mentioned in Appendix I to this Scheme of Award, marks obtained in the Intermediate year shall be discarded.
28. A candidate who obtains the following number of credit-points of pass marks shall be entitled to an Honours Degree:
- i. In a three-year degree course: 120 credits; or
  - ii. In a four-year degree course in Law with a European Legal System or Law with Another Legal System: 120 credits
29. Class marks (out of a nominal 100, with a pass mark of 40) are:  
**III  $\geq$ 40; II(2)  $\geq$ 50; II(1)  $\geq$  60; I  $\geq$ 70**
30. A candidate will usually be awarded the highest class of honours in which they have achieved:
- i. In a three-year degree course: 60 credit-points of class marks at, or above, that level; or
  - ii. In a four-year degree course in Law with a European Legal System or Law with Another Legal System: 60 credit-points of class marks at, or above, that level.

**Provided**, in each case, that their performance is sound.

31. The following list of average marks shall assist the Board in assessing whether a candidate's performance is sound:

| <b>Class</b> | <b>Average</b> |
|--------------|----------------|
| I            | 67             |
| II(1)        | 60             |
| II(2)        | 50             |
| III          | 40             |

32. If a candidate does not satisfy the requirements of Regulation 31: where a candidate's performance in their final year examinations shows an improvement over their performance in the previous year's exams this will be considered in the candidate's favour but a decline in standard in the final year examinations will not be counted to the candidate's detriment. So-called "exit velocity" shall apply across all class boundaries.

33. Exit velocity occurs only when a candidate attains at least 45 credits at, or above, the relevant class in their FINAL year of study.

### **Appendix 1 – Exceptions**

The LLB Scheme of Award applies to all undergraduate LLB degrees awarded by UCL, subject only to the exceptions set out in this Appendix.

#### **Students taking the LLB English and German Law; LLB (UCL) and LLB (HKU); and LLB/JD.**

Candidates in each of these programmes are required to have passed the examinations in the Intermediate and Part I stage of the LLB and those examinations of the partner university that are required for the award of the partner university degree.

#### **LLB English and German Law**

If candidates for the LLB English and German Law opt to write a long essay under the supervision of a member of the Faculty of Laws at UCL in the 2<sup>nd</sup> of the 2 years spent studying at Cologne University (the final year), the mark awarded for the essay will be recorded as a mark in Part I for the purposes of classification of the LLB degree.

The results of examinations taken at UCL and the long essay, if submitted to UCL, shall be used to calculate the overall classification of the LLB element of the LL.B English and German Law. A candidate will usually be awarded the highest class of honours in which they have achieved 45 credits of marks at, or above, that level, provided that at least one of the highest marks was awarded in respect of a Part I examination or a long essay submitted to UCL, and provided that their performance is sound.

Sound performance is to be interpreted in accordance with Regulation 31. Regulations 32 & 33 shall not apply.

The average used for the purposes of assessing sound performance is to be calculated based on the marks obtained by a candidate in all Intermediate and Part I modules, and the long essay if completed under the supervision of a member of the Faculty of Laws at UCL.

#### **LLB (UCL) and LLB (HKU)**

The results of examinations taken at UCL shall be used to calculate the overall classification of the LLB (UCL) element of the degree. A candidate will usually be awarded the highest class of honours in which they have achieved 45 credits of marks at, or above, that level, provided that at least one of the highest marks was awarded in respect of a Part I examination and provided that their performance is sound.

Sound performance is to be interpreted in accordance with Regulation 31. Regulations 32 & 33 shall not apply.

The average used for the purposes of assessing sound performance is to be calculated based on the marks obtained by a candidate in all Intermediate and Part I modules.

#### **LLB/JD**

The results of examinations taken at University College London shall be used to calculate the overall classification of the LLB element of the LL.B/JD. A candidate will usually be awarded

the highest class of honours in which they have achieved 45 credits of marks at, or above, that level, provided that at least one of the highest marks was awarded in respect of a Part I examination, and provided that their performance is sound.

Sound performance is to be interpreted in accordance with Regulation 31. Regulations 32 & 33 shall not apply.

The average used for the purposes of assessing sound performance is to be calculated based on the marks obtained by a candidate in all Intermediate and Part I modules.