



UCL Academic Manual 2017-18

Chapter 8: Derogations and Variations

Bachelor of Laws (LLB) Scheme of Award 2017/18

The LLB Scheme of Award applies to all new and continuing students enrolled on the 2017-18 academic session.

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 its application where appropriate according to the circumstances of each student.

Definitions

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

'Module' means one 30-credit unit.

Repeat means a second attempt at an assessment in the following academic session with tuition and fees and with marks capped at the Pass Mark.

Resit means a second attempt at an assessment in the Late Summer Assessment Period (or equivalent), without any additional tuition and with marks capped at the Pass Mark.

Passing a Module

1. The final mark awarded for each module shall be a mark out of 100%.
2. A student passes a module if awarded a final mark of 40% or above.
3. A module is 'Passed' when a student has been academically assessed in **all** of the examined components relating to the module **and** achieved the Pass Mark for the module as a whole.

Progression

4. A student passes a year if they pass all modules studied that year.
5. A student will only be entitled to progress to the next year if they pass a year.

Extenuating Circumstances

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

The Panel will prescribe the appropriate mitigation in each of these cases.

Consequences of failure (applicable to all years)

Failure at the First Attempt

7. Subject to Regulation 26, a student who does not pass all modules at the first attempt should be reassessed in the failed module(s):
 - i. Where a student fails up to and including 60 taught credits in any one academic session reassessment must take the form of a **Resit**.
 - ii. Where a student fails more than 60 taught credits in any one academic session, reassessment should take the form of a **Repeat**. Where a **Repeat** is considered to be impossible, the Board of Examiners may offer the student the opportunity to take the failed assessments as **Resits**.
 - iii. Where a student fails a Dissertation/ Research Project, reassessment should take the form of a **Resit** unless the Programme Board of Examiners agrees that, in its academic judgement, the extent of failure is such that additional supervision is needed to retrieve that failure. Such students may be required to **Repeat** the Dissertation/ Research Project with attendance and fees.
8. A student who fails a Study Abroad Year or Years must transfer to an equivalent programme without a Study Abroad or Placement requirement.
9. A student who meets the Progression and Award Requirements must not be reassessed.
10. A student must not be reassessed in a Passed module.

11. The assessment for a module must be completed within two years of initial enrolment on the module or, where a module is substituted, within two years of initial enrolment on the module which has been substituted.
12. This period of two years may be extended at the discretion of UCL Academic Policy and Quality Assurance on behalf of the **Vice-Provost (Education & Student Affairs)**. Applications must be made via the Faculty Tutor.

Failure at the Second Attempt

13. A student who does not pass reassessed modules at the second attempt must leave the programme.
14. A student who must leave the programme may be eligible for an Interim Qualification.

Resitting a Module

15. A **Resit** is a second attempt at an assessment in the Late Summer Assessment Period (or equivalent) without any additional tuition and with marks capped at the Pass Mark.
16. Progressing students must *not* enrol on the next year of study until the Resit has been completed.
17. Resitting students must be reassessed in the failed module **component(s)**.
18. Where a student passes a Resit, the module mark(s) must be capped at the Pass Mark, i.e., 40%.
19. Where a student fails a Resit, the higher mark from the two attempts will be recorded for the affected Component(s).

Repeating a Module

20. A **Repeat** is a second attempt at an assessment in the following academic session with tuition and fees and with marks capped at the Pass Mark.
21. A student who is required to Repeat must re-enrol on the failed modules in the following academic session.
22. Progressing students must not enrol on the next year of study until the Repeat has been completed.
23. Repeating students should be reassessed in **all the components** of the failed module(s).
24. Where a student Passes a Repeat, the module mark(s) must be capped at the Pass Mark, i.e., 40%.
25. Where a student fails a Repeat, the marks from the Repeat attempt will be recorded.

Failures in Final Year Examinations

26. Where a student fails **one** module in their final year, the Board shall have discretion to award a degree.

The Board shall usually take the views of the student into account when exercising its power under Regulation 26

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

27. In the case of an unauthorised absence from an examination or unauthorised non-submission of a summative 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 student passes the module on aggregate, the assessment in that module shall be considered incomplete and the student shall be required to resit the component.

Late Submission of a summative essay:

28. In cases of unauthorised late-submission of a summative essay:

- i. Where a summative 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 summative 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 summative 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 module shall be considered complete;
- iv. Where a summative 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 27, above.

Exceeding maximum prescribed word limits

29. In cases of submission of a summative essay that exceeds the prescribed maximum page count, the mark awarded shall be reduced by 10 percentage points (but a pass mark shall not be reduced below 40%);

30. In the case of a summative essay that is submitted over length and is also late, the greater of any penalty will apply.

Classification of Awards

31. For the purposes of classifying all degrees except those mentioned in Appendix I to this Scheme of Award, marks obtained in Year 1 shall be discarded.

32. A student who completes the following number of credit units shall be entitled to an Honours Degree:

- i. In a three-year degree course: 360 credits; or
- ii. In a four-year degree course in Law with a European Legal System or Law with Another Legal System: 360 credits

33. 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

34. A student will usually be awarded the highest class of honours in which they have achieved:

- i. In a three-year degree course: 120 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: 120 credit-points of class marks at, or above, that level.

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

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

| Class | Average |
|--------------|----------------|
| I | 67 |
| II(1) | 60 |
| II(2) | 50 |
| III | 40 |

36. If a student does not satisfy the requirements of Regulation 34: where a student'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 student's favour but a decline in standard in the final year examinations will not be counted to the student's detriment. So-called "exit velocity" shall apply across all class boundaries.

37. Exit velocity occurs only when a student attains at least 90 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.

Students in each of these programmes are required to have passed the examinations in Year 1 and Year 2 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 students 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 2nd 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 Year 2 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 LLB English and German Law. A student will usually be awarded the highest class of honours in which they have achieved 90 credits of marks at, or above, that level, provided that at least one of the highest marks was awarded in respect of a Year 2 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 35. Regulations 36 & 37 shall not apply.

The average used for the purposes of assessing sound performance is to be calculated based on the marks obtained by a student in all Year 1 and Year 2 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 student will usually be awarded the highest class of honours in which they have achieved 90 credits of marks at, or above, that level, provided that at least one of the highest marks was awarded in respect of a Year 2 examination and provided that their performance is sound.

Sound performance is to be interpreted in accordance with Regulation 35. Regulations 36 & 37 shall not apply.

The average used for the purposes of assessing sound performance is to be calculated based on the marks obtained by a student in all Year 1 and Year 2 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 LLB/JD. A student will usually be awarded the highest class of honours in which they have achieved 90 credits of marks at, or

above, that level, provided that at least one of the highest marks was awarded in respect of a Year 2 examination, and provided that their performance is sound.

Sound performance is to be interpreted in accordance with Regulation 35. Regulations 36 & 37 shall not apply.

The average used for the purposes of assessing sound performance is to be calculated based on the marks obtained by a student in all Year 1 and Year 2 modules.