



Late Summer Assessment 2017-18

Frequently Asked Questions for Students

December 2017

In 2017-18, UCL will be introducing Late Summer Assessments (LSAs) in order to improve the student experience and better align UCL with the rest of the UK Higher Education sector.

Please take some time to read the briefing on the [Late Summer Assessment Regulations](#). You can also find more detailed information in the full regulations:

- [Consequences of Failure regulations](#)
- [Deferral regulations](#)
- [New Taught Postgraduate Classification regulations](#)

These FAQs help to explain some of the practicalities. They will be updated regularly as the year progresses.

Please note that this document is designed to provide additional information. It should not be viewed as a replacement for familiarising yourself with UCL's regulations for the programme and academic session on which you are enrolled.

1 Why is UCL doing Late Summer Assessments?

In the past UCL students had to wait a full year to be reassessed. This meant that graduation, employment opportunities and further study had to be postponed, and some students were prevented from progressing through their programme in good time. After two years of pilots, UCL will be rolling out Late Summer Assessments across all taught programmes from the summer of 2017-18.

2 Does Late Summer Assessment apply to me?

Late Summer Assessment applies to all taught students. It includes Deferrals for students who have been ill or who have other [Extenuating Circumstances](#), as well as Resits.

The new regulations do not apply to MPhil/ PhD or Professional/ Specialist Doctorate students – please ask your Department about the arrangements in place on your programme.

3 What is the difference between a Resit, a Repeat and a Deferral?

A **Deferral** is another opportunity to take an assessment as if for the first time for students who were ill or who had other [Extenuating Circumstances](#) at the original attempt. You may be offered a Deferral *with or without tuition* depending on your individual circumstances. Deferral marks are not normally capped (see [11 below](#)).

A **Resit** is a second attempt at a failed assessment, usually in the Late Summer Assessment period, and without any additional tuition or fees. Resit module marks are capped at the Pass Mark.

A **Repeat** is a second attempt at a failed assessment with additional tuition in the following academic year. Repeat module marks are capped at the Pass Mark. Students will be required to Repeat only if they have a very high number of failed modules/ course units. Repeats include attendance in the following academic session, and tuition fees in line with the number of credits/ course units being repeated. Undergraduate students are not able to progress to any subsequent years of study until they pass their Repeats.

Resits and Repeats fall under the banner of 'Reassessment'.

4 Does Late Summer Assessment apply to coursework?

Yes, coursework, presentations, practicals etc. will be included in the Late Summer Assessments.

On some modules, Departments are not able to offer Late Summer Assessments due to the nature of the assessment or the programme structure. Where this is the case, your Department will let you know about the alternative arrangements in place.

5 My programme includes 'course units' – do the regulations apply to me?

Yes, a course unit is just a type of module. Whilst the majority of UCL programmes operate 'modules' and 'credits' in line with other UK universities, some programmes are still operating under the 'course unit' system for 2017-18. The following should be noted:

- Wherever we refer to 'modules', this includes the synonym 'course units'
- 15 credits = 0.5 course units
- 30 credits = 1 course unit
- 60 credits = 2 course units, etc.

6 Are Resits available for Undergraduate Finalists?

For programmes covered by the main UCL regulations, UG Finalists who meet the Award Requirements are not eligible for a Resit e.g. if your Award Requirements are to Complete 12 course units and Pass 11 course units, you won't be able to Resit the twelfth course unit. Please note that a number of programmes have different regulations – make sure you check your student handbook for details of the arrangements in place on your programme.

7 When is the Late Summer Assessment period?

The Late Summer period for centrally-administered examinations is **20 August to 07 September 2018**.

The deadlines for coursework and other forms of assessment will be published by your Department but should take place by **07 September 2018**.

8 When will I find out the dates for my exams?

A Late Summer exam timetable will be made available to you (via Portico) by **23 July 2018**. If you have multiple Late Summer Assessments, exams are likely to be more compressed than in the main exam period, however every effort will be made to avoid two exams in a single day.

9 When do I have to resubmit my Masters Dissertation/ Research Project?

There are separate deadlines for Masters Dissertation/ Research Project Resits:

- On September-start programmes, you will be asked to resubmit by 31 January of the following academic session.
- On January-start programmes, you will be asked to resubmit by 30 April of the following academic session.

If you have [Extenuating Circumstances](#), then the EC Panel may be able to give you longer to complete your Deferral.

10 What is Condonement and does it apply to me?

Some Taught Postgraduate and Graduate programmes include Condonement Criteria. Please note that UCL's Undergraduate programmes do not currently include Condonement.

Condonement allows you to be awarded your degree even if you don't achieve the pass mark in a small number of credits (e.g. on some PGT programmes, marks of 40-49% in up to 25% of the taught modules may be condoned). If you meet the Condonement Criteria your module mark will be Condoned and you won't be able to Resit the module. You will be awarded the credits but your module mark will not be raised to a Pass.

If you need a Deferral because of illness or other [Extenuating Circumstances](#), we won't apply the Condonement Criteria until you have completed your Deferral.

It is worth noting that some programmes do not permit Condonement on some or all of their modules, so make sure you refer to your Student Handbook for details of any non-condonable modules.

11 Are all Reassessment marks capped at a Pass?

If you enrol on a module (course unit) for the first time in the 2017-18 academic session, **the marks for any modules passed at the second attempt will be capped at the Pass Mark**: 40% for modules at First, Intermediate and Advanced level ('levels 4, 5 and 6') and 50% for modules at Masters level ('level 7'). This applies to Resits and Repeats.

If you undertake a Deferral of your **first attempt**, your module marks will **not** be capped.

If you undertake a Deferral of your **second attempt** (i.e. you have ECs on a Resit or Repeat), your module marks **will** be capped at the Pass Mark (i.e. the existing cap will not be removed).

If you are undertaking reassessments left over from the 2016-17 academic session, the 2016-17 regulations will still apply on those modules. This means that your Resit marks **will not** be capped for those modules.

12 Will my Classification be capped if I have to Resit or Repeat?

Undergraduate Classifications are not capped if you have a Resit or Repeat mark in your profile.

If you are a Taught Postgraduate student and you are fully enrolled on the 2017-18 academic session, you will now be eligible for a [Merit or Distinction classification](#) even if you have a Resit, Repeat or Condoned mark in your profile, provided that you meet all the other Merit or Distinction criteria. However if you are only undertaking Resits or Repeats left over from the 2016-17 academic session, the 2016-17 regulations will still apply. This means that your Classification **will** be capped if you have a Resit, Repeat or Condoned mark in your profile.

13 Is there a limit to how many Resits I can do in the Late Summer?

If you have [Extenuating Circumstances \(ECs\)](#) then your Faculty or Departmental EC Panel will decide the best course of action to help you in your individual circumstances.

If you fail a Dissertation/ Research Project which is worth more than 60 credits (2 course units), reassessment should take the form of a Resit. However your Programme Board of Examiners may decide that, in its academic judgement, the extent of failure is such that you need additional supervision to retrieve that failure. As a result, you may be required to Repeat the Dissertation/ Research Project with attendance and fees.

For all other modules, if you don't have Extenuating Circumstances you can Resit a maximum of 60 credits (2 course units) in the Late Summer. If you fail in more than 60 credits (2 course units) you will be required to Repeat the modules with attendance and fees in the following academic year. If you are an Undergraduate student, you will not be able to progress to any subsequent years of study until you have passed your Repeats.

14 Do I have to pay extra fees?

There is no additional tuition fee for a Late Summer Assessment, whether that be a Resit or a Deferral without Tuition.

If you are asked to undertake a Repeat in the following academic session, tuition fees will be charged pro-rata to the number of credits/ course units that you are repeating.

If you are asked to undertake a Deferral *with* Tuition in the following academic session, tuition fees will be charged pro-rata to the number of credits/ course units that you are deferring. This will be avoided wherever possible but may be necessary if, for example, you have missed a lot of teaching due to Extenuating Circumstances.

15 Can I do a Late Summer Resit instead of a Repeat?

Failure in more than 60 credits (2 course units) typically requires additional tuition to attain the academic standards required by UCL. If you fail in more than 60 credits you will therefore need to Repeat the modules with attendance and fees in the following academic session.

However if there are good reasons why you can't undertake a Repeat you can ask the Board of Examiners for permission to Resit the modules in the Late Summer. You should think carefully about whether this is the right decision for you – it will mean that you have to undertake a high volume of reassessment within a short time frame. The Resits will count as your second and final attempt, and you will not be able to undertake a Repeat if you fail the Resits. We will not be able to consider the volume of Resits as grounds for Extenuating Circumstances. You should therefore make sure that you have a tutorial with your Departmental Tutor to discuss the consequences of this decision.

Any such decision must be approved by the Board of Examiners who will make an academic judgement as to whether this course of action is appropriate. Please ensure you submit your request as soon as possible - for centrally-administered written examinations, the deadline for the Boards of Examiners to make this decision is **29 June 2018**.

16 Do I need my 2017/2018 Candidate Card to take exams in the Late Summer?

Yes, your 2017/2018 Candidate Card is needed. If you need a replacement card, you can print one yourself from your Portico homepage.

17 What happens if I am ill during the Late Summer Assessment Period?

We understand that you may be affected by illness or other personal circumstances which prevent you from completing an assessment or which may affect your performance. There are a number of ways in which UCL can help:

- We may be able to make [Special Examination Arrangements](#) for you in the exam halls.
- If you have a disability or other long term condition, we can make [Reasonable Adjustments](#) for coursework and other non-exam assessments.
- If you are taken ill suddenly, or you have other unforeseen [Extenuating Circumstances](#) you may be eligible for an Extension, Deferral to a later date or other form of mitigation.

If you do need assistance, please make sure you are aware of the deadlines for submitting requests (see below) as it is can be difficult to make Special Exam Arrangements or Reasonable Adjustments at the last minute, and UCL cannot consider late EC claims unless it was impossible for you to let us know at the time the EC occurred.

18 What is the deadline for requesting Extenuating Circumstances?

If you need to put in a request for [Extenuating Circumstances](#) it is essential that do so as soon as possible, and **within one week of the EC taking place**. You will be asked to provide evidence – if you think this might take some time to organise, make sure you submit your EC form on time and explain that your evidence will follow separately.

19 Is there a deadline for getting Reasonable Adjustments?

If you have a disability or other long-term condition you should let [Student Disability Services](#) know as soon as possible, and preferably before you enrol on your programme. It will take a few weeks to work out a [Summary of](#)

[Reasonable Adjustments \(SORA\)](#) with you and (where you give consent) your Department, so make sure you apply early so that everything is ready for when your assessments are due to take place.

20 What is the deadline for Special Examination Arrangements?

If you received [Special Examination Arrangements](#) during the main examination period you do not need to re-apply. If you have a condition that we do not know about, or your existing condition has changed in any way, you will need to apply to Student Disability Services by **30 July 2018**.

In the event of sudden illness or injury we can consider applications which are received at least **7 calendar days** prior to the date of the examination. Where applications cannot be submitted in time, you will need to apply for a Deferral under the [Extenuating Circumstances](#) procedures.

21 Can I have an extension on my Masters Dissertation/ Research Project if I have to Resit taught modules in the Late Summer?

If you are ill or have other [Extenuating Circumstances](#), the EC Panel will decide the best course of action for your individual circumstances, which might include a Deferral of your Dissertation/ Research Project.

If you do not have ECs you will not be eligible for an extension on your Dissertation/ Research Project if you have to Resit taught modules in the Late Summer.

If you have a [Summary of Reasonable Adjustments \(SORA\)](#) any extensions that you normally receive will still apply.

22 Am I still eligible for a Referral?

In previous years, some undergraduate programmes included a type of reassessment called 'Referrals'. Any modules first attempted in 2017-18 will be covered by the new Late Summer Assessment regulations so Referrals will no longer be available.

However, if you failed an assessment in the summer of 2017, and you have been asked to Resit either with or without tuition in the summer of 2018, you will still be 'enrolled' on the 2016-17 academic session for that module, and the 2016-17 regulations will still apply i.e. if you fail at the second attempt you will still be eligible for a Referral, if you meet the criteria.

23 Do I have to be reassessed in the Late Summer?

Your Programme Board of Examiners will determine whether and when you need to undertake a Resit, Repeat or Deferral. If you don't attend an exam or don't submit work you will receive a mark of 0% and you will forfeit that attempt. If this is your second and final attempt, you won't be offered another chance to undertake the assessment at a later date, and this may mean that you fail your programme.

If you are ill or have other [Extenuating Circumstances](#) affecting your ability to undertake a Late Summer Assessment, it is therefore essential that you submit an EC form as soon as possible, and within one week of the EC taking place.

24 If I fail my Resit or Repeat, what happens next?

Resits and Repeats count as your second and final attempt; failure may lead to failure of your programme.

If you are an Undergraduate student, your programme regulations may allow you to carry the failure forward. If so, you will not be awarded the credits for that module but you may still be eligible for the award of a degree. Please note that this provision is not in place on all programmes so make sure you check your student handbook for details of the arrangements on your programme.

If you are a Taught Postgraduate or Graduate student, your programme regulations may allow Condonement. If you meet the Condonement Criteria you will still be awarded the credits and be able to complete your degree. Not all programmes and modules permit Condonement so make sure you check your student handbook for details of the arrangements on your programme.

If you are ill or have any other [Extenuating Circumstances](#) affecting your ability to undertake a Resit, Repeat or Deferral, please ensure that you submit an EC claim as soon as possible, and within one week of the EC taking place. If accepted, you may then be eligible for a Deferral or other form of mitigation.

25 Can I attend a Graduation Ceremony this year (2018)?

No, if you are successful in your Late Summer Assessments and awarded your degree, you will attend the appropriate ceremony in 2019.

26 If I pass my Late Summer Assessments, when will I receive my degree?

Degrees can be awarded on the first day of every month. You will receive your degree as soon as the Board of Examiners and Student Registry Services can confirm your marks – this is likely to be **1 October or 1 November 2018** for most Late Summer Assessments, but it may be later depending on your individual circumstances.