

Type	Publication	Progress	Award	Study Aim
T135.JUL.UG.ETC	July 2019	G1	No Award - Repeat	UG

# Important information regarding your results



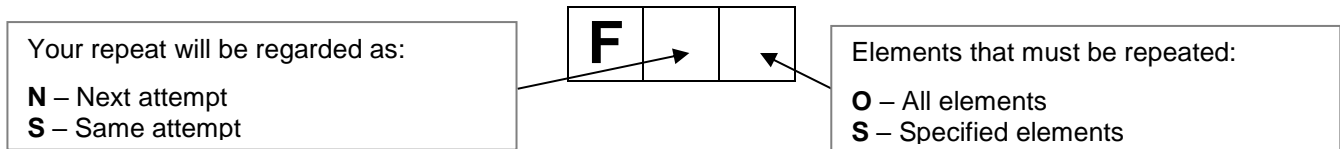
# UNIVERSITY OF PLYMOUTH

You have **not passed all of your modules.**

You have been invited to **repeat** modules over the next academic year.

Please take a careful look at your transcript. There is a key to the codes used on the reverse.

A three-letter code beginning with **F** next to one or more modules indicates that you must repeat the module. The other two letters indicate whether the repeat is as a **S** same or **N** next attempt, and what needs to be repeated.



An element is **coursework, examination, practice, in-class test** or **pass/fail assessment**.

Here are some examples:

**FNO** means that you must repeat all elements of the module with attendance over another academic year and this would be regarded as your next attempt.

**FNS** means that you must repeat the specified elements with attendance over another academic year and this would be regarded as your next attempt.

For more information about **repeat** results and for more detail to accompany the brief points below, please visit [www.plymouth.ac.uk/results](http://www.plymouth.ac.uk/results)

- **Confirmation of marks**  
Please see the above link for a detailed explanation of the policies and procedures leading to the publication of your results.
- **Enrolment for next year**  
To repeat your modules over the next academic year, you must complete the enrolment process. Enrolment is from Laksha Mehta - +65 6733 5730 ext-831 - [laksha.mehta@malvernplc.com](mailto:laksha.mehta@malvernplc.com)
- **Appeals**  
If you wish to appeal against the decision of the Award Assessment Board, you must do so by **15<sup>th</sup> July 2020**.
- **Extenuating Circumstances**  
If you have submitted valid extenuating circumstances during the year, these will have been considered by the Award Assessment Board.
- **Outstanding Debts**  
If you have any outstanding debts with the University, you may be unable to repeat your modules, receive any award or attend the graduation ceremony. Please contact Laksha Mehta - +65 6733 5730 ext-831 - [laksha.mehta@malvernplc.com](mailto:laksha.mehta@malvernplc.com)

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If you **do not** wish to repeat modules over the next academic year, you may:

○ **Suspend your studies**

Suspension of studies means taking a year or more out from your studies but remaining registered on your programme. Subject to a 'maximum period of registration', you could later resume your studies. To discuss this option, please contact Laksha Mehta - +65 6733 5730 ext-831 - [laksha.mehta@malvernplc.com](mailto:laksha.mehta@malvernplc.com)

○ **Withdraw from your studies**

If you withdraw, you will cease being a student at SAA-GE and the University of Plymouth and would need to re-apply if you decided to study at the University in future.

To withdraw, please complete and return the form below as soon as possible to:

Laksha Mehta - +65 6733 5730 ext-831 - [laksha.mehta@malvernplc.com](mailto:laksha.mehta@malvernplc.com)



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**Surname:**

**Forename(s):**

**Student number:**

I wish to withdraw and collect any award to which I am entitled. I understand that I will cease being a student at SAA-GE and the University of Plymouth and would need to re-apply if I decide to study at SAA-GE and the University in future.

**Signature:**

**Date:**



If you withdraw from your studies, please note the following:

▪ **New Transcript**

You will receive a new transcript confirming that we have amended your records.

If you have any queries or if you require this in a larger print, please contact Kirsty Taylor – 01752 587519 or email

[kirsty.taylor@plymouth.ac.uk](mailto:kirsty.taylor@plymouth.ac.uk)