

Type	Publication	Progress	Award	Study Aim
T255.SEP.UG		A3	-	UG



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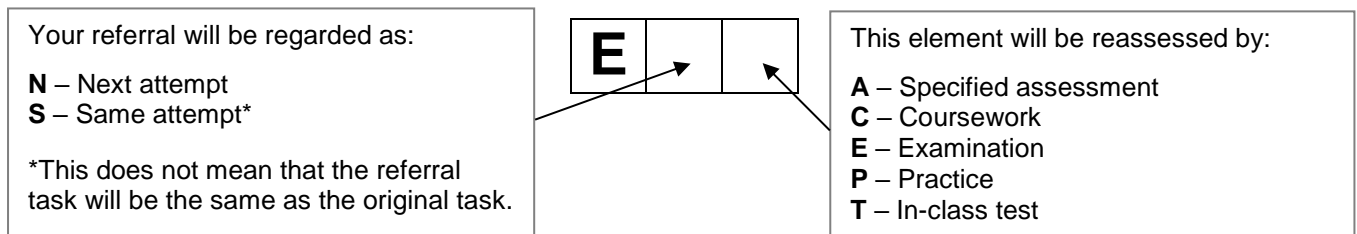
Important information regarding your results

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

You may progress to the next stage but must complete **exceptional referral** assessment.

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 **E** next to one or more elements is a referral code which means you must complete further assessment in that element for the corresponding module. An element is **coursework, examination, practice, in-class test** or **pass/fail assessment**. The other two letters indicate whether the exceptional referral is as a **S** same or **N** next attempt and how the element will be reassessed.



Here are some examples:

ENC against **coursework** means that you have been **referred in that coursework** and must complete **reassessment by coursework** and this would be regarded as your next attempt.

ESC against **coursework** means that you have been **referred in that coursework** and must complete **reassessment by coursework** and this would be regarded as the same attempt.

This is what you need to do:

Referral Dates

A full list of the resubmission dates for modules you still need to complete can be found following this link:

https://www.plymouth.ac.uk/uploads/production/document/path/17/17440/SNAM_Resubmission_Dates_2019_2020.pdf

Please refer to your Transcript to confirm which modules you need to undertake:

You need only undertake the modules in which you have been referred and resubmit the component or element of the module(s) that has not been achieved. Please check your transcript to see which modules and assessments you need to do.

If you require a tutorial with your personal tutor/module lead please contact him/her immediately.

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Your work must be submitted exactly in accordance with instructions on the website and we must receive all your completed tasks by the formal deadlines listed on the link above.

Referral Examinations

If you have any elements with a referral code ending in **E**, you must sit an examination for that module and the timetable at www.plymouth.ac.uk/services/exams will list the venue, time and date of each. If you have modified examination provision, your timetable will differ and details will instead be emailed to your university email address. Before sitting your exams, it is extremely important that you familiarise yourself with information at the above website.

If you are unsure of anything or think that you will not be able to complete your work on time, please contact your faculty urgently.

Results of your referral

For more detail to accompany the brief points below, please visit 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 continue with your studies over the next academic year, you must now complete the online enrolment process.

- **Appeals**

If you wish to appeal against the decision of the Award Assessment Board, please find details on the School Results page. Use the following link for information about an appeal <https://www.plymouth.ac.uk/student-life/your-studies/essential-information/complaints-appeals-and-conduct>

- **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 continue with your studies. Please contact Finance & Sustainability on 01752 588130 or email studentaccountsteam@plymouth.ac.uk

If you have any further questions, please contact the faculty or see the Student Handbook at <https://www.plymouth.ac.uk/studenthandbook>

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If you have any queries or if you require this in a larger print, please contact the Faculty of Health and Human Sciences – 01752 588800 or email:

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