

Type	Progress	Award	Study Aim
T125.JUL.UGPG.NETC	B1	-	UG/PG

Important information regarding your results

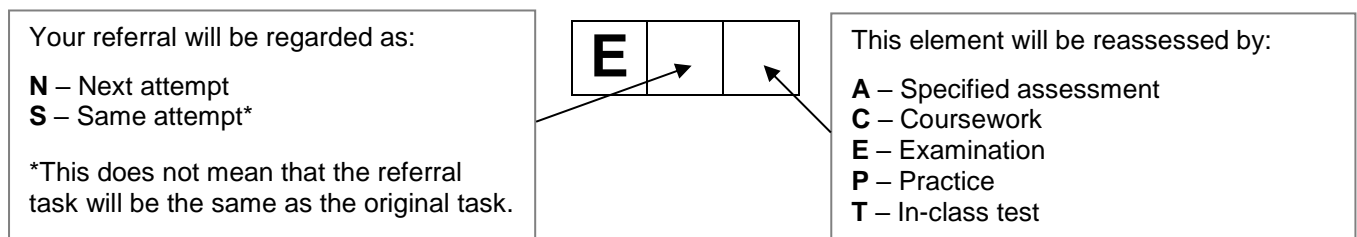


UNIVERSITY OF PLYMOUTH

You have **not yet passed all of your modules**.
You must complete one or more **referral** assessments.

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 **ER** 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 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.

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

This is what you need to do:

- 1) **Now – Referral tasks** Referral tasks will be detailed in your BCOM Results letter. You will receive this from the Registry via email. If you have any queries, please contact Registry. For some modules, there may be more than one task according to the element the task is to cover, please ensure that you complete the correct task(s). If you encounter any difficulties, you must contact your Registry urgently. Your work must be submitted exactly in accordance with instructions on the website and we must receive all of your completed tasks by the formal deadline of **week commencing 11th October 2021**.
- 2) **On 24th September – Referral examination timetable published** via email and MS Teams.
If you have any elements with a referral code ending in **E**, you must sit an exam for that module. Examinations take place from **11th October 21** and the timetable which can be found on MS Teams will list the venue, time & date of each. If you have modified examination provision, your timetable will differ and details will instead be emailed to your British College of Osteopathic Medicine email address. Before sitting your exams, it is extremely important that you familiarise yourself with exam procedures and regulations.
- 3) **Tuesday 28th September 21 – Deadline to request to repeat modules instead**
You can request to repeat all of the modules you have yet to pass over the next academic year instead of completing referrals in them. It is very important that you understand the full implications of doing this and any costs involved. If you are considering doing this, please contact Registry before the deadline.

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Results of your referrals

Your referral results will be published in **November 2021**. You should receive a new transcript and will also be able to view your referral results on the DLE. If you fail your referrals, you may be asked to repeat modules over the next academic year and would not then be considered for progression to the next stage of your programme until the year after.

For more information about **referral** and for more detail to accompany the brief points below, please visit <https://www.plymouth.ac.uk/student-life/your-studies/essential-information/results-guidance-notes>

- **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 your studies over the next academic year, you must complete the enrolment process. Enrolment is from the week before terms begins (term starts 13th September 2021). If at any time you decide that you do not wish to continue with your current programme of study, please contact registry@bcom.ac.uk

- **Appeals**

If you wish to appeal against the decision of the Award Assessment Board, you must do so by **Tuesday 28th September 2021**

- **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 tuition fee debts, you may be unable to continue with your studies. Please contact Finance and/or Registry to resolve any payment or for any queries.

If you have any further questions, please contact Registry or visit the Student Portal at <https://mobile.plymouth.ac.uk/campusm/home#menu>. Please note to access the Student Portal you will require your UoP log-in details.

If you have any queries or if you require this in a larger print, please contact Registry –email registry@bcom.ac.uk