

Type	Publication	Progress	Award	Study Aim
T135.JUL.UG.ETC	July 2021	G1	No Award - Repeat	UG

Important information regarding your results



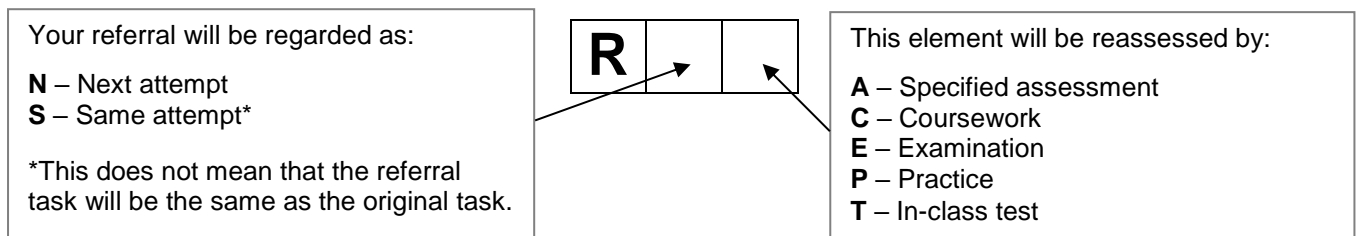
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You have not yet passed all of your modules.

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 **R** 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:

RNC 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.

RNC 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) **For students referred on the IUG4004A or IUG3004B– you are to re-work your existing piece of Research Report.**
- 2) **For students referred on all other modules - referral tasks are available to download from the Digital Learning Environment (DLE)**
For elements with referral codes ending in A, C, P or T, download your referral tasks from the DLE. For some modules, there may be more than one task according to the element the task is to cover; so please ensure that you complete the correct task(s). If you encounter any difficulties, you must contact IUG 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 **16.00hrs on (Swiss time) on 21 September 2021.**

If you have any elements with a referral code ending in **E**, you must sit an exam for that module. **Information regarding referred examinations including dates, times and venues will be provided by IUG.**

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Results of your referrals

Your referral results will be published **in late October 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 expected to collect any award.

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.

• Graduation ceremony

If you are entitled to an award, you are eligible to attend the IUG Graduation Ceremony.

Further details regarding the Graduation Ceremony will be forwarded in due course by IUG.

• Appeals

Students may appeal against the following:

- i. Decisions for undergraduate and postgraduate taught students that have been confirmed by an Award Assessment Board, including:
 - Progression decisions (e.g. repeat or resit)
 - Degree award and classification
 - Termination of registration for academic reasons
- ii. Extenuating Circumstances decisions
- iii. Decisions and penalties applied by Assessment Offences and Research Misconduct Panels

Please note that students cannot use the appeal procedure to set aside academic judgement and external examiner's scrutiny to challenge or question marks already awarded and confirmed by the Subject Assessment Panel. This means that if you are unhappy with your mark and feel you should have been awarded a higher mark, you cannot submit an appeal to try and have your mark increased.

If you feel you have grounds to submit an appeal, you should submit an [appeal form](#) **with all supporting evidence by 7 September 2021**.

You can find out more about the appeals procedure [here](#)

• Extenuating Circumstances

If you have submitted valid extenuating circumstances during the year, the Award Assessment Board will have considered these.

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If you have passed a module but have valid extenuating circumstances for non-submission of an assessment, you may request a same attempt referral by emailing nik.farrant@plymouth.ac.uk .

Please be aware that any referral will be in the entire element; as such your marks may go down as well as up as marks already achieved for that element will be overwritten. The deadline for requesting a referral attempt **7 September 2021**.

Please note that 80 credits is the maximum amount that can be taken as referrals

• **Outstanding Debts**

If you have any outstanding tuition fee debts, you may be unable to continue with your studies. You should contact the Registrar at IUG to obtain information on how to make payment

If you have any queries or if you require this in a larger print, please contact aprogrammes@plymouth.ac.uk

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T120.JUL.UGPG.ETC	B1	No Award - Referred	UG/PG