

REGULATION 17: AWARDS TAUGHT AT AFFILIATED INSTITUTIONS AND VALIDATED BY THE UNIVERSITY

General

1. This Regulation applies to all courses validated by the University of Sussex and taught wholly at an Affiliated Institution.
2. In accordance with Article 10 of the Charter and in accordance with the Statutes, the University shall:
 - (a) grant and confer academic awards to qualified candidates where the specified requirements have been met.
 - (b) And where there is good cause, revoke any awards granted to them by the University.
3. Awards of the University are conferred by the authority of Senate on the recommendation of one its authorised sub-committees.
4. The University reserves the right to apply a range of sanctions against students for academic debt, academic-related debt and non-academic related debt as set out in the University of Sussex [Student Debt Recovery Policy](#).
5. The power to interpret these Regulations shall be vested in Senate.
6. A student will be subject to the University's [Policy on Exploitation and Commercialisation of Intellectual Property](#). Any attempt to exploit commercially the University's intellectual property outside the terms of this Policy will infringe the University's rights and the University reserves the right to enforce its rights.
7. In order to qualify for a first degree, a foundation degree, diploma, certificate or other distinction of the University, every student shall have:
 - (1) been registered in accordance with this Regulation
 - (2) Have pursued the course of study prescribed by Senate, obtained the minimum credits required while registered and satisfied the examination requirements prescribed by Senate.
8. The University Education Committee shall prescribe that each course is available only to full-time students, only to part-time students or to both in accordance with the University's [Academic Framework](#) .

Course Structure

9. The Affiliated Institution shall ensure that students on courses validated by the University shall be taught in accordance with the terms of the validation agreement relating to the course.
10. The University Education Committee shall prescribe the minimum numbers of credits required for each award as set out in the University's [Academic Framework](#).
11. For each course, the University Education Committee shall approve:
 - (a) the course structure and the curriculum;
 - (b) arrangements for student support;
 - (c) the progression, examination and assessment requirements;

- (d) the appropriate learning environment.
- 12. The University Education Committee reserves the right to review or amend the prescribed course.
- 13. The University Education Committee shall determine the maximum time allowed, from date of first registration, for a student to be eligible for an award.

Admission

- 14. The Affiliated Institution shall ensure that all students admitted to and registered on courses validated by the University meet the entrance criteria specified for the course as approved by University Education Committee or the relevant validation panel and shall otherwise control the admission and registration of students.
- 15. In addition to satisfying the general or specific entry requirements, a student shall not be admitted to a course unless they have:
 - (a) satisfied, or have been properly exempted from, the entrance requirements for the course;
 - (b) agreed to comply with the *Charter and Statutes*, and *Regulations* of the University.
- 16. A student may be exempted, under procedures approved by the University Education Committee or the relevant validation panel, from part of a prescribed course on the basis of previous education or other relevant experience.

Attendance and Study

- 17. The Affiliated Institution shall regulate the attendance and study of students in accordance with the criteria approved by the University Education Committee.

Assessment

- 18. Work submitted for assessment shall:
 - (a) be written in English unless otherwise approved by the validation panel under the guidance of University Education Committee.
 - (b) be the student's own work except where collaborative work is expressly permitted, or other authors are acknowledged by a method acceptable to the examiners;
- 19. The Affiliated Institution shall ensure that students are examined in accordance with the arrangements and criteria for the course approved by the University Education Committee and with approved Institutional Regulations.

Academic Misconduct

- 20. It shall be an offence for any student to be guilty of, or party to, attempting to commit or committing collusion, plagiarism or any other misconduct in an examination or work that is submitted for assessment. Cases of suspected misconduct will be subject to the rules and procedures of the Affiliated partner and approved by the University Education Committee or its nominee.

Examination Boards

21. The University Education Committee shall be responsible for the appointment of external examiners. The terms of reference and membership of examination boards shall be agreed by the University Education Committee.

Awards

22. A student registered on a course at an Affiliated Institution that leads to an award of shall be required to satisfy the examination board that the requirement for the award has been met for the award under consideration, as prescribed in the University's [Academic Framework](#) and the relevant award regulations.
23. The Affiliated Institution is required to provide to the University the relevant details of students who have satisfied the requirements above.

Withholding of an Award

24. Where a student registered on a University award is in arrears for the payment of tuition fees to an Affiliated Institution, the University reserves the right to withhold the award of any degree, diploma and to withhold any recommendation for any award or recognition of study by accrediting or validating body.

Progression

25. The affiliated institution shall ensure that students are considered for progression, temporary withdrawal or permanent withdrawal in accordance with the rules approved for the relevant course and the approved institutional regulations.

Reassessment

26. The relevant Examination Board shall prescribe any conditions and procedures for reassessment of a student who has failed the assessment for any module to be counted towards an award, within a framework of principles in relation to reassessment set down by the University Education Committee and approved at validation.

Appeals

27. There is no right of appeal in the University or in the Affiliated Institution against the academic judgement of the duly appointed examiners.
28. Appeals against the decision of an examination board at an Affiliated Institution follow the [University of Sussex Academic Appeals Regulations](#) with the following derogations:
 - a) The Affiliated Institutions' policy and procedures shall be followed up to an including the formal Academic Appeal stage.
 - b) Once the Affiliated Institution's formal Academic Appeal procedure has been concluded, and a formal appeal outcome has been issued by the Affiliated Institution, students are eligible to request an Appeal Outcome Review, which is conducted by the University of Sussex as per the [University of Sussex Academic Appeals Regulations](#).