

UNIVERSITY OF MANCHESTER
ALLIANCE MANCHESTER BUSINESS SCHOOL

POSTGRADUATE TAUGHT REGULATIONS

The University Postgraduate Taught Degree Regulations apply to all full and part-time postgraduate students registered on Alliance Manchester Business School (AMBS) Masters programmes from September 2016.

Variations to the University Postgraduate Taught Degree Regulations have been approved, in accordance with University policy, in order to incorporate requirements specific to individual degree programmes. It is your responsibility to familiarise yourself with the full Degree Regulations and the information given below which relates to your own programme. The University Postgraduate Taught Degree Regulations in full may be found via the following link:

<http://www.tlso.manchester.ac.uk/degree-regulations/postgraduategreeregulations/>

Please note that the number indicated in italics at the end of each section below refers to the corresponding section in the full Degree Regulations.

A. Credit and Award Framework

1. All awards of the University of Manchester will be given on the basis of the accumulation of credit as mapped out in Table 1 below. This table is based on the credit/awards and levels required by the national Framework for Higher Education Qualifications (FHEQ). (A1)

Table 1: Credit and Postgraduate Award Framework

<u>Name of Award</u>	<u>Minimum Credit for the Award</u>	<u>ECTS</u>	<u>Minimum credits at the level of qualification*</u>	<u>ECTS</u>	<u>FHEQ Level</u>
Masters (1 Year)	180	90	150	75	7
Postgraduate Diploma	120	60	90	45	7
Postgraduate Certificate	60	30	40	20	7

Notes:

* denotes the minimum number of credits at Level 7 which are required for the Award specified in column one. Level 7 of the FHEQ relates to a Masters programme.

One ECTS (European Credit Transfer System) is equivalent to two UK credits

2. All students who exit prior to completion of the programme on which they registered will receive an exit award if they have achieved the appropriate amount of credit in accordance with that award, as specified in Table 1 above, within five years of their initial registration. (A2)

3. A student must achieve the minimum amount of credit at the level of qualification in accordance with Table 1 above. On certain AMBS Masters programmes students can take credit at a higher or lower level in order to achieve the minimum credit for the award in accordance with the programme structure. (A3)

B. Title of Taught Awards (B4)

4. These regulations apply to:

MSc Accounting

MSc Accounting and Finance

MSc Business Analysis and Strategic Management

MSc Business Analytics: Operational Research and Risk Analysis

MSc Business Psychology (Full time and Part time)
 MSc Finance
 MSc Human Resource Management and Industrial Relations
 MSc Innovation Management and Entrepreneurship (Full time and Part time)
 MSc International Business and Management (Management)
 MSc International Human Resource Management and Comparative Industrial Relations
 MSc Management
 MSc Marketing
 MSc Marketing (Specialism)
 MSc Operations, Project and Supply Chain Management
 MSc Organisational Psychology (Full time and Part time)
 MSc Quantitative Finance

C. Accreditation of Prior Learning – APEL/Rescinding Awards

5. See the University Postgraduate Taught Degree Regulations in full via the following link:
<http://www.tlso.manchester.ac.uk/degree-regulations/postgraduatedegree regulations/> (C5 – C9)

D. Assessment and Credit Accumulation

6. To progress to the research element of the programme including a dissertation or equivalent, a student must:

- reach the pass mark (50%) in individual course units totaling at least 90 credits of the 120 credits and,
- reach the lowest compensatable mark (40%) in all remaining course units (a maximum of 40 credits). (D10)

7. If an Examination Board has documented evidence that (a) a student's work or attendance or both have been unsatisfactory and (b) the student has been formally warned of the unsatisfactory work or attendance but has not shown significant improvement acceptable to the Board, then the Board has the right to refuse the student assessment.

See [Regulation XX – Monitoring Attendance and Wellbeing of Students](#) and the [Policy on Recording and Monitoring Attendance](#) (D11)

8. Where a student has failed on the first attempt or fails to qualify for a final award after compensation, referrals or the consideration of mitigation, the Examination Board has the following options at its discretion:

- Award an Exit Award if criteria are met in accordance with Table 1, Section A above (D12)

9. Schools may have alternative assessment regulations where these are required by Professional, Statutory and Regulatory Bodies (PSRBs) or the Education and Skills Funding Agency (ESFA).. (D13)

E. Compensation and Reassessment maximums

10. Postgraduate taught programmes can be compensated up to 40 credits for PG Diploma/Masters and 20 credits for a PG Certificate. Postgraduate programmes can be referred in up to half of the taught credits; this includes credits on a PG Certificate or PG Diploma award. The total number of credits allowable for a referral for a PG Diploma/Masters is 60 of which 40 can be compensated. For a PG Certificate, the total number of credits allowable for referral is 30 credits of which 20 can be compensated. (E14, E15, E16)

11. Students may also resubmit the dissertation (or equivalent, see G27) on one occasion, subject to the mark restrictions set out in G28. The number of credits referred and those compensated cannot exceed half the taught credits in total.

Award	Compensation zone %	Maximum number of credits permitted for compensation	Maximum referral credits permitted	Total credits compensation and/or referral permitted
PG Cert	30 to 39	20	30	30
PG Dip	30 to 39	40	60	60
MSc	40 to 49	40	60 (taught) + 60 (dissertation)	60 (taught) + 60 dissertation (referral only)

Additional requirements for the MSc Management programme. In Semester 3 students take:

BMAN73150 Trends in Global Business and Management (15 credits)

BMAN73160 Business Research Project (45 credits)

Compensation and reassessment rules apply for Semester 3 course units provided the student has not exhausted their compensation/referral allowance during the taught element of the programme.

F. Compensation

12. The compensation zone is defined by the standard Unit Marking Scheme for Postgraduate Taught students found in the [Guide to the Taught Degree Regulations](#) (F18)

13. Compensation can only be applied up to the maximum amount as specified in Point 10 above (E14). Beyond this maximum threshold, the Examination Board will make a decision on which reassessment can be taken. (F19)

14. Schools can specify when a unit is not compensatable or when PSRB/ESFA rules take precedence.

See Appendix B for a list of Accredited Courses for Professional Bodies and requirements for eligibility. (F20)

15. Compensated credit retains the original failed mark and this is used in the weighted average for the calculation of the final classification/award. For transcript purposes, a compensated course unit mark will be recorded with a suffix C. (F21)

16. Referral marks are compensatable, (provided the number of compensated credits permitted has not been exceeded). (F22)

G. Reassessment

17. Where the overall unit mark is below the compensation zone (i.e. 29% or below for PG Certificate/PG Diploma; 39% or below for MSc) or the number of compensatable fails has been exceeded, reassessment may be taken, within the credit limitations set out in Point 10 (E15). Reassessment as a result of a fail is known as a 'Referral'. Subsequent attempts as a result of approved and verified mitigating circumstances are known as 'Deferrals'. (G23)

18. The reassessment must be designed to assess the achievement of the same intended learning outcomes but need not be of the same form as that originally used. The reassessment will normally take place in the same academic year as the original assessment to enable the students to progress as originally intended. (G24)

19. If an Examination Board has documented evidence that (a) a student's work or attendance or both have been unsatisfactory and (b) the student has been formally warned of the unsatisfactory work or attendance but has not shown significant improvement acceptable to the Board, then the Board has the right to refuse the student assessment or reassessment. See [Regulation XX – Monitoring Attendance and Wellbeing of Students](#) and the [Policy on Recording and Monitoring Attendance](#) (G25)

20. An Examination Board may allow a student one attempt, per unit, at reassessment (i.e. two attempts in total). This principle does not apply to attempts with approved and verified mitigating circumstances. (G26)

21. When the referred assessment for a postgraduate student includes independent work such as a dissertation or project resubmission, a time limit of a maximum of six calendar months from the date of the Examination Board is permitted. This reassessment of a research/dissertation element does not contribute to the credit limitations set out above in Point 10 (E15). (G27)

In AMBS the time limit allowed for a referred dissertation is normally four months to enable the student to graduate in July.

Reassessment of the dissertation/project is in addition to the number of referral credits permitted on the taught element. Dissertations are not compensatable. A resubmission must reach the pass mark (50%), however, the mark recorded for the resubmission will be the lowest compensatable fail mark (i.e. 40%) unless the first mark achieved was in the compensation zone.

22. Students achieving a mark of less than 30 for their dissertation or project submission are not permitted to resubmit and will be given an exit award in accordance with Table 1, Section A above. (G28)

23. Referral pass marks will be capped at the lowest compensatable mark for Postgraduate Taught students, unless the previous mark was within the compensation zone, in which case the original mark will stand. This mark is used in the weighted average mark for the final award. The capped mark is applied to the unit level mark, not the failed element. (G29)

24. When a student is referred and fails a unit, the first mark stands. (G30)

The table below shows the mark that the student achieved when they were first assessed (First Sit) and the mark they achieved in the resit (Resit Mark). The last column (Final Mark) shows the final mark that is recorded on the student's record.

Example: Student passes the resit with a mark of 60% and gains the credit for the completed course unit.

First Sit	Resit Mark	Final Mark
0	60	40R
5	60	40R
15	60	40R
25	60	40R
35	60	40R
45	60	45R
49	60	49R

Example: Student fails the resit with a mark of 20%. The student has therefore failed the course unit and does not gain any credit.

First Sit	Resit Mark	Final Mark
0	20	0
5	20	5
15	20	15
25	20	25
35	20	35
45	20	45
49	20	49

25. Students may, in exceptional circumstances, at the discretion of the Examination Board, be allowed to repeat whole units or the entire programme, subject to teaching capacity not being exceeded. (G31)

H. Exit Awards

26. Once a student has exhausted all the opportunities to retrieve referred assessment they will be given an exit award in accordance with Table 1, Section A and as defined in the programme specification. (H32)

27. If a student decides to withdraw, they will automatically be awarded the relevant exit award in accordance with Table 1, Section A and as defined in the programme specification. (H33)

I. Classification of Postgraduate Taught Programmes

28. For the award of a Pass a student must satisfy the minimum credit requirements specified in Table 1, Section A, Credit and Postgraduate Award Framework of these regulations. (I34)

29. Classifications for Merit and Distinction will be calculated on the basis of an average mark, based on the weighted programme as a whole (See Appendix 1, Table A1). (I35)

MSc Classifications based on weighted average across 180 credits are:

Distinction, not less than 70.0%

Merit, not less than 60.0%

Pass, not less than 50.0%

For the award of Distinction all course units must have been passed at the first attempt without any compensation.

Students can be awarded a Pass/Merit classification if they have a compensated pass in their profile and/or have been referred.

PG Certificate and PG Diploma award is based on credit accumulation for which there is no classification other than Pass/Fail.

30. In order to achieve the award of Pass, Merit or Distinction, a student must have passed the requisite minimum credits listed in Table 1, Section A, in accordance with the unit marking scheme and mark descriptors. (I36)

31. Rule I37 (separating the average for taught and research elements) does not apply to Masters programmes in AMBS. The award of Distinction is based on the overall average of the programme (180 credits). (I37)

32. Students with credit awarded as a result of a referral or compensated mark will not be eligible for the award of Distinction, only a Merit or a Pass. (I38)

33. Decisions with regards to 'borderline' classifications for individual students should be resolved using the mechanisms outlined in Appendix A. (I39)

Posthumous

J. and Aegrotat Degrees

34. A Postgraduate Taught degree may be awarded in the event of the death of a candidate prior to the completion of their degree (posthumous degree). For more information about posthumous degrees and the options open to Examination Boards, please see: [Posthumus Award](#) (J40)

35. A Postgraduate Taught degree may be awarded should the candidate be prevented from completing their degree due to the diagnosis of a terminal or debilitating illness (aegrotat degree). The Examination Board may determine from evidence available to it that a candidate for a Postgraduate Taught degree who has been prevented by good cause from completing the final examination or assessment will be awarded a class of degree the Board judges to be suitable, as long as the candidate has gained over half the credits required for the award. (J41)

K. Examination Board Arrangements

36. There are normally three available assessment opportunities: January, May/June and August/September within each academic year. It is expected that all reassessment will take place in the academic year in which the assessment was first attempted; exceptions can be made for programmes with 'non-standard' admissions cycles. (K42)

37. There must be an opportunity at the end of every unit of assessment, for a chaired forum to make decisions regarding student's attainment on completed units. (K43)

38. Examination Boards, to agree student minimum requirement for the achievement of an award, will take place at appropriate points in each academic year, overseen by an External Examiner. Exceptions can be made for programmes with 'non-standard' assessment cycles. (K44)

Appendix A Postgraduate Degree Classification Scheme

This scheme should be used in conjunction with 'Table 1 of the Postgraduate Taught Degree Regulations' (see Section A). This table has been extracted from the Framework for Higher Education Qualifications, and students must meet the credit requirements of Table 1, prior to the classification being calculated, using the thresholds and boundaries below.

Weightings

Postgraduate degree classification for the award of merit and Distinction are based on the weighted average mark across the programme calculated to one decimal place, where marks for individual course units are recorded as whole numbers (see section I).

Stage 1: Classification Thresholds and Boundaries

The following boundaries inform classification when the total points falls below a classification threshold.

Table A1 Postgraduate Masters degree classification and boundary zone using total points 0-100 mark range:

PG Degree Classification – Masters based on 180 credits	Classification Thresholds: average mark (mark range 0-100)	Boundary Zone Average	Boundary Zone I37* (separating the average for taught and research elements)
Distinction	70.0	68.0 to 69.9	Either taught or research is 70.0 or above, while the other is between 68.0 to 69.9
Merit	60.0	58.0 to 59.9	
Pass	59.9 or less providing the credit requirements of Table 1 in the Credit and Award Framework have been met	N/A	

* Regulation I37 does not apply to MSc programmes in AMBS. The award of Distinction is based on the overall average of the programme (typically 180 credits).

Consideration of Postgraduate Masters students within the boundary zone by mark distribution

The following process applies to reach decisions on borderline cases.

After allowances have been made for mitigating circumstances, a student whose total mark at the first assessment is within the boundary zone specified above, must be awarded the higher degree classification as long as both the following criteria are satisfied (see also notes on AP(E)L):

- For the award of Distinction, all course units must have been passed at the first attempt without any compensation
- 120 out of 180 credits¹ are equal to/or higher than the final award

¹ Excluding AP(E)L and non-numeric pass/fail units; where there are AP(E)L or non-numeric pass/fail courses, mark distribution should be calculated based on 2/3 of the remaining credits.

Students who lie within the Pass/Merit boundary zone can be considered for the higher award if they have compensation or resits within their profile as long as they have achieved at least 120 out of 180 credits.

If a student is in the boundary zone and does not satisfy the additional criteria (specified in the bullet points above) a further stage of 'classification review' may be applied.

The use of a viva voce to determine Postgraduate Taught Degree Classification is not permitted.

Stage 2: Classification Review

If a student is in the boundary zone, or higher* and does not satisfy the additional criteria, Schools may apply a further stage of 'Classification Review' with decisions supported by an External Examiner. The process of 'Classification Review' should not change unit marks and can only influence the classification awarded.

*Examination Boards may use Classification Review to consider a programme average which is higher than the boundary average, but where the student has not met the requirements for classification outlined in section I of the regulations. (For example, a student that has an overall average of 75% but has a referral in their profile could be considered under classification review at the Examination Board's discretion.)

Note: Classification Review is at the discretion of the Examination Board and should be used in exceptional circumstances.

Taught Masters Postgraduate Diploma and Postgraduate Certificate classification scheme using 0-100 mark range

The award of Postgraduate Diploma and Postgraduate Certificate degree is based upon credit accumulation using a pass mark of 40% (see Table 1, Section A for credit requirements) for which there is no classification other than Pass/Fail.

Appendix B AMBS Accredited Courses for Professional Body Requirements

MSc Human Resource Management and Industrial Relations/

MSc International Human Resource Management and Comparative Industrial Relations

In order to be eligible for accreditation students must pass all courses indicated at the Pass Mark of 50% or more with no compensation. Referrals for the purposes of accreditation are permitted.

Chartered Institute of Personnel and Development

BMAN60261 Workplace Research and Analysis Skills
BMAN70051 Multinationals and Comparative Employment Systems
BMAN70231 HRM: Strategy and Practice
BMAN72391 Industrial Relations
BMAN71911 Comparative Industrial Relations
BMAN60992 International HRM
BMAN70222 Employment Law
BMAN71922 International Labour Law and Regulation
BMAN61042 Dissertation
BMAN72382 Employment Practice and Equality
BMAN72180 HR Skills Development (non-credit bearing)

*MSc International Human Resource Management and Comparative Industrial Relations are required to take these units for CIPD accreditation

MSc Organisational Psychology

In order to be eligible for accreditation students must pass all courses indicated at the Pass Mark of 50% or more with no compensation. Referrals for the purposes of accreditation are permitted.

British Psychological Society

BMAN70091 Selection and Assessment in Organisations
BMAN71901 Training, Support and Development
BMAN71951 Professional Skills for Organisational and Business Psychologists
BMAN71961 Research Skills for Professional Practice 1
BMAN70262 Relationships at Work
BMAN71982 Work Design, Performance and Wellbeing
BMAN71992 Research Skills for Professional Practice 2
BMAN72242 Managing People and Organisations
BMAN61062 Dissertation

MSc Operations, Project and Supply Chain Management

In order to be eligible for accreditation students must pass all courses indicated at the Pass Mark of 50% or more with no compensation. Referrals for the purposes of accreditation are permitted.

Chartered Institute of Procurement and Supply

BMAN70081 Global Operations Management
BMAN70111 Strategic Supply Chain Management
BMAN70391 Strategic Project Organising
BMAN70120 Professional Skills: Research and Evaluation Methods
BMAN73672 Supply Chain Logistics Management
BMAN61802 Dissertation in the field of procurement and supply chain management
Further information on Professional Body requirements may be found in the online programme handbook.