

# DCU Marks & Standards

## Frequently Asked Questions

*These FAQs apply to Marks and Standards Version 2014.1 <http://www.dcu.ie/registry/examinations/index.shtml>*

*Please note that approved programme regulations (which may include derogations from these Marks & Standards) may also apply. All FAQs have been the subject of clarifications from University Standards Committee.*

	Question	Response	Relevant Section(s)
1.	Can module exemptions apply to programmes with 60 credits or fewer?	This is not permitted for major awards. Refer to the relevant section for minor awards.	2.4
2.	May a student be required to attend or participate in elements of a module/programme?	This is determined by approved and published programme regulations.	3.1.2
3.	What is the maximum registration period for awards in DCU?	Refer to relevant Section of Marks & Standards.	5.1
4.	Are there any exceptions to the maximum registration period?	Refer to relevant Section of Marks & Standards.	5.1.1 5.1.2
5.	What is the procedure that should be followed when a previously registered student, having exceeded the maximum registration period, requests re-admission to the programme?	Each application is considered on a case-by-case basis. The student is required to submit a request for re-admission to the Programme Board in the first instance. All Programme Board recommendations must also be approved by the relevant Faculty Teaching Committee. Recommendations for re-admission must also be approved by the University Standards Committee.	5.1.1 5.1.2
6.	How are deferrals and leave of absence treated in relation to the registration period?	Refer to relevant Section of Marks & Standards.	5.1.3 5.1.4
7.	What is a leave of absence?	A leave of absence is applicable only to students who have already completed and availed of the deferral process in the previous academic session and have documentation to support their request. An application for a leave of absence is submitted to the Programme Chairperson. An approved leave of absence does <u>not</u> count as part of the overall registration period and will extend the maximum registration period by one year. <a href="http://www.dcu.ie/registry/application_forms.shtml">http://www.dcu.ie/registry/application_forms.shtml</a>	5.1.3
8.	What is a deferral of an academic session?	A student can submit an application to defer their return to a programme of study for a full academic session (i.e. October to September). An application for deferral of an academic session is submitted to the Programme Chairperson. An approved deferral of an academic session counts as part of the overall registration period. Where an academic session has been deferred, a student is not registered as a repeat student on return (except where the deferred academic session is already a repeat academic session). <a href="http://www.dcu.ie/registry/application_forms.shtml">http://www.dcu.ie/registry/application_forms.shtml</a>	5.1.4

9.	What is a deferral of examinations and assessments?	Where valid circumstances exist to prevent a registered student from completing examinations or assessments, the student can submit an application to defer the examinations and/or assessments associated with a module(s) to the next available opportunity. An application for deferral of an examination or/and assessment is submitted to the Programme Chairperson or the Progression and Award Board. An approved deferral of an examination or assessment counts as part of the overall registration period. Where examinations or assessments are deferred to the next academic session, a student is registered as a repeat student in the next academic session. <a href="http://www.dcu.ie/registry/application_forms.shtml">http://www.dcu.ie/registry/application_forms.shtml</a>	5.1.4 7.1.6 (i)
10.	How are resit module marks calculated when a resit is available for all components of the module?	The resit module mark is calculated using the original module weighting; marks for any components graded at 40% or more at the original sitting are carried forward and used in the calculation of the overall resit module mark; where components are originally graded at less than 40% at the original sitting, it is the resit marks that are used in the calculation of the overall resit module mark even if they are lower than the marks obtained at the original sitting; where there is an absence from a resit opportunity, a mark of zero will apply.	6.2.1 7.1
11.	Can a student be required to reach a minimum mark in any one assessment component?	This is not permitted.	6.2.2
12.	What component of a module must be taken as a resit in modules with both continuous assessment and examination components?	Where a fail is recorded against the original overall module mark, a mark of less than 40% in a component requires that that component be taken as a resit where a resit is available. Exceptions to the 40% module pass mark are in published programme regulations at <a href="http://www.dcu.ie/registry/examinations/prog_specific_regulations.shtml">http://www.dcu.ie/registry/examinations/prog_specific_regulations.shtml</a> .	6.2.2 7.1
13.	What information about a student will a Progression and Award Board consider when making decisions?	A Progression and Award Board (PAB) will consider all relevant Information, i.e. documented academic record to date and information the student has made known, typically through an extenuating circumstances form and/or other written evidence. All information should be available at the time of the PAB meeting.  It is the responsibility of the student to notify the University by the due date, through the Registry or the Oscail Student Services Manager (for Oscail students), of any extenuating circumstances that may have affected his/her academic performance in one or more modules. Further information on submitting extenuating circumstances to a PAB is available at <a href="http://www.dcu.ie/registry/forms/pdfs/R30.pdf">http://www.dcu.ie/registry/forms/pdfs/R30.pdf</a> .	6.2.4

14.	How is the next available opportunity to take a failed or deferred module determined?	This is determined according to the academic structure of the programme.	6.2.4
15.	Once a module has been passed overall, can a student (who has missed one element) resit this element?	This is not permitted.	7.1
16.	Where a student has failed both CA and examination elements of a module, must both elements be taken in a resit?	Yes, where a CA resit is available.	7.1
17.	Can a student who has deferred from previous years carry forward any passed module elements?	This is not permitted.	7.1
18.	How is the precision mark calculated for students carrying failed modules, previous year/subject contributions and/or alternative modules?	In order to provide equity of treatment for all students, in all instances the precision mark is calculated using the first attempt at all modules, and where an alternative module is taken it is the original module mark which counts towards the calculation of the precision mark.	7.1
19.	Where the Previous Element Contribution is less than 40 what value should be used in the calculation and output on the broadsheet?	Where the first attempt at a Previous Element Contribution (precision mark or module) is less than 40 then the value to be used in the calculation will be 40. The first attempt mark will output on the broadsheet.	
20.	How is the precision mark calculated for a student who transfers to another programme of study or progresses from a foundation programme to a new programme of study?	In both situations, any previous failed attempts at modules that are offered on the new programme of study are not used in the calculation of the precision mark for the new programme of study.	7.1
21.	Should the Preponderance (Precision) Rule apply only to modules taken at the first attempt?	Yes. The first attempt principle applies to the Preponderance (Precision) Rule, and only first attempts at modules should count in any Preponderance calculations.	7.1
22.	How should previous year contributions be treated when the rounding of the precision mark for classification purposes is being considered?	These elements should be excluded from consideration.	7.1
23.	How should Pass/Fail modules be treated when the rounding of the precision mark for classification purposes is being considered?	These modules, and their associated credits, should be excluded from consideration.	7.1
24.	How are resit module marks calculated when no resit is available for the continuous assessment element?	The resit module mark is calculated using the original module weighting; the original continuous assessment mark is carried forward and used in the overall resit module mark calculation; the student is given the opportunity to resit the examination component in order to compensate for a failed CA component, regardless of the original examination mark.	7.1

25.	What discretion is available to Progression and Award Boards when considering resit module marks?	<p>Progression and Awards Boards (PABs) have discretion to make decisions in respect of individual students' marks in situations in which the PAB believes such a decision would more accurately reflect the student's overall performance.</p> <p>All decisions of PABs in respect of module marks should be made with appropriate regard for the welfare of the students, equity of treatment and for the maintenance of academic standards.</p>	7.1
26.	In counting the available ECTS credits for the purposes of application of compensation, should account be taken of exemptions and Pass/Fail modules?	Yes.	7.1.4 (iii)
27.	What happens when a student has yet to complete a module in a programme or study period which is no longer running?	The Programme Board should advise an alternative module which may be of equal or greater credit.	7.1.6
28.	Can a student take an alternative module as a resit (as distinct from repeat) to the original module?	This is not permitted.	7.1.6
29.	Are students permitted to progress carrying failed modules?	This is determined by approved and published programme regulations.	7.1.8
30.	Can one further repeat academic session be approved by a Progression and Award Board?	Yes, in exceptional circumstances. Decisions should be made on a case-by-case basis. Relevant supporting documentation should be available to the PAB when approving an additional repeat academic session. Where circumstances are not exceptional, an additional repeat academic session should not be approved.	7.1.14
31.	What are the exceptional circumstances in which a Progression and Award Board can grant one further repeat academic session?	These may be documented extenuating circumstances or extraordinary and/or rare circumstances or issues.	7.1.14
32.	If a student takes an alternative module, can he/she then take two academic sessions to complete this module?	This is not permitted.	
33.	How is the precision mark calculated for an exit award when the student has completed more than the required ECTS credits for the award?	Core modules which form part of an exit award should be published in programme specific regulations and the marks obtained must be included in the calculation of the precision mark. Any remaining credits required for the exit award will be selected from the other modules taken using the best marks obtained. All marks used in the calculation of the precision mark will be the marks obtained at first attempt.	