

QUALITY MANUAL: REGULATION AND CREDIT FRAMEWORK FOR THE CONFERMENT OF AWARDS

The requirements that must be followed by all students and staff to achieve an award of the University are set out the academic regulations. Collectively these documents are known as the Regulation and Credit Framework for the Conferment of Awards.

This Chapter Covers: A contents page will be added here

1 THE REGULATORY STRUCTURE

- 1.1.1 The University's Regulation and Credit Framework for the Conferment of Awards sets out the academic regulations of Canterbury Christ Church University. These are the requirements that must be followed by all staff and students in order for an award of the University to be granted.
- 1.1.2 There are frameworks which articulate the structures for the operation of the University's awards. These set out the requirements and attributes for the design and delivery of University awards with which all courses must comply. They are:
- i. The University's **Academic Framework for the Design and Delivery of University Awards** covering all Taught Awards
 - ii. The **Framework for Research Awards**.
- 1.1.3 There are a set of regulations that enshrine the University's commitments in relation to its degree awarding powers and rules surrounding awards.:
- i. **General Regulations** – set out the awarding capacity of University and details the types of award the University may approve at each level of study.
 - ii. **Regulations for Taught Awards** – provide the regulations governing all taught awards including the requirements in place regarding Boards of Examiners and Examination, the pass, classification, progression and credit requirement for taught provision, rules for examinations and time constrained assessments, and rules relating to assessment, reassessment and the recognition of prior learning.
 - iii. **Regulations for Research Awards** – describe the requirements for the award of the University's research degrees. **Special Regulations** – see 1.4 below.
 - iv. **Additional Regulations** – see 1.5 below.
- 1.1.4 There are also a range of detailed underlying **policies and procedures** that allow the regulations to be delivered in fair and consistent manner.
- 1.1.5 If there is any conflict of interpretation between these Regulations and underlying policies and procedures, the Regulations have precedence subject to any interpretation being in favour of the student.

2 SPECIAL REGULATIONS

Some courses and awards have approved Special Regulations that extend or limit the University regulations due to professional body and/or employer requirements. Special Regulations take precedence over the General/Taught Regulations. Where the Special Regulations are silent however, the standard regulations for the relevant level of study apply in full.

2.1.1 The need for Special Regulations is usually identified during course development. Evidence of professional body/employer requirements is normally required. The authorisation of Special Regulations ultimately rests with Academic Board and follows a staged approval process:

- Drafted with the advice and scrutinised scrutiny of the Quality and Standards Office.
- Formally considered by the Learning, Teaching and Assessment Working Group to ensure alignment with the University's Learning and Teaching Strategy.
- Recommended for approval by the Standing Approval Panel considering the course (where possible).
- Formally approved by the Academic Board.

3 ADDITIONAL REGULATIONS

3.1.1 Additional Regulations are required when the regulatory arrangements for an award or awards sit outside the University's full control, in, for example, the case of a joint degree. Responsibility for the approval of Additional Regulations rests with the Academic Board and, where necessary, the equivalent academic governance processes of any other degree awarding bodies involved.

3.1.2 The Regulations which govern the awards for the Kent and Medway Medical School, delivered jointly with the University of Kent, are part of the University's additional regulations. The regulations currently cover the Bachelor of Medicine and Bachelor of Surgery

4 APPROVAL, REVIEW AND CHANGES TO THE REGULATIONS

4.1.1 Adjustments or additions to the regulations come about only as a result of careful deliberation and full consideration through the University's academic governance processes. Changes are usually a result of developments to the academic portfolio, University-wide change initiatives or the periodic review of the University's policies and operating practices.

4.1.2 The regulatory documents undergo detailed scrutiny on behalf of the Education and Student Experience Committee and Academic Board. This allows the University to ensure that principles approved by Academic Board are properly articulated and implemented

4.1.3 To support that scrutiny proposals to change regulation or policies require a short cover page to make clear: the implementation date, cohorts to which a change/development applies, consideration of student groups that will be advantaged/disadvantaged, and a communication plan for students and staff (developed with Student Communications).

4.1.4 Alongside the annual publication of terms and conditions an update will be provided with an overview of all changes to regulations and policies made since the previous year's edition.

4.1.5 The following principles apply to changes to regulation and policy:

- i. Changes to regulations and policies apply at the start of a new academic year (commencing early August). In-year developments are only permitted in the most exceptional

circumstances, such as a pandemic, with strong consideration given to the impact on students and staff mid-year.

- ii. Students commencing at any time in an academic year will be subject to the regulations in place for that year. For example, a student commencing their studies in June 2023 will be on the 2022-23 regulations that cover the period 1 August 2022 to 31 July 2023.
- iii. Changes to regulations or policies that are advantageous should be considered for implementation for students on earlier versions of the regulations. Consideration to this matter must be given at the point of development and approval.
- iv. Normally all changes to regulation and policy applying to the upcoming academic year must be approved by 1 July to enable timely communication and implementation of the changes.