ADDITIONAL COURSE REGULATIONS:

BSc (HONS) PROFESSIONAL POLICING PRACTICE

INTRODUCTION

Course title	BSc (Hons) Professional Policing Practice - Police Constable Degree Apprenticeship (PCDA).
Exit awards *(if these regulations are also applicable to the exit awards)*	**Default Exit awards (where students meet both the academic and professional competency requirements):** Cert HE Professional Policing Practice Dip HE Professional Policing Practice BSc Professional Policing Practice **Alternative Exit awards (where students meet the academic requirements but do not meet the professional competency requirement):** Cert HE Policing Dip HE Policing BSc Policing BSc (Hons) Policing
Date effective from	June 2025 The ACR will apply to all students on the current version of the course, and all new students moving forward.

1. This award is made under the degree awarding powers of the University, as part of a Consortium to deliver the programme.

ASSESSMENT

2. The assessment for Level 4 module 'Reflective Practice Based Learning 1' is marked Pass/Fail only.
3. Students on the course will not be permitted a second reassessment opportunity.
4. Late submission of component of assessment will constitute a fail with a mark of 0 and will not be graded.
5. All components of assessment must be passed.

COMPENSATION

6. The course is excluded from University regulations regarding compensation.

TRAIL AND PROGRESS

7. A student on a Level 4 or Level 5 of the programme may trail and progress to the subsequent level provided the trainee has passed 80 credits and is deferred or referred in 40 credits because either (a) the first reassessment opportunity has not been completed or (b) there are circumstances, approved through the exceptional Circumstances Procedures or the Temporary Learning Agreement Procedures that have prevented the first assessment opportunity from being taken.

END POINT ASSESSMENT

8. The End Point Assessment (EPA) element of the award is 60 credits.

9. There are three components of the EPA, all of which must be passed.

10. To achieve pass for the EPA each component will be graded as:

    a. Fail or

    b. Pass (40% minimum) or

    c. Distinction (70% or above).

11. For component 1:

    (i)   To achieve a pass in component 1 (Professional Discussion) a student must pass all 13 competencies.

    (ii)   To obtain a Distinction the criteria for a Pass must be met in relation to operational competence from the Professional Discussion, as well as evidence that the student officer's operational competence is beyond what could be reasonably expected at this stage.

12. To achieve to a distinction in the EPA a student must achieve in distinction in all components.

APPEALS AND COMPLAINTS

13. The appeals and complaints procedures for the programme will be those of the University, except that a member of the Apprentices Main Training Provider will attend the formal investigation stage of the appeal or complaint. It is acknowledged that the deliberations will involve personal data and, in some circumstances, special category personal data. It is imperative that the attending representative treats any personal data with the utmost confidentiality.

14. The right to request a review of the decision by the Vice-Chancellor of the University and the process by which the review is undertaken will not be affected by these Additional Course Regulations.

RECOGNITION OF PRIOR LEARNING

15. To ensure that the Consortium for the delivery of the Award makes consistent decisions regarding the Recognition of Prior Learning, the University will follow the principles and procedures set out in Appendix A of this document. Where Appendix A is in conflict with the principles and procedures of the University, the principles and procedures in Appendix A will be followed, except where to do so would be incompatible with the degree awarding powers of the University.

ACADEMIC INTEGRITY and MISCONDUCT POLICY and PROCEDURE

16. If a student is found to have not complied with academic practice and academic integrity, the University will follow the Academic Integrity and Misconduct Policy and Procedure outlined by the Police Education Consortium detailed in Appendix B of this document.

VERSION CONTROL STATEMENT

Version number	4
Date approved by Academic Board	25/08/2023
History of revisions of the Document	Version 1, approved by Academic 26 October 2020 Version 2, amendment approved by Academic Board 17 August 2022 Version 3, amendment to clarify EPA pass and distinction requirements and amend pass mark as required by the College of Policing, approved by Academic Board 25/08/2023 Version 4, amendment to exit awards. Approved Education Committee 11/12/2025

The Consortium

CONSORTIUM APPROACH REGARDING THE RECOGNITION OF PRIOR LEARNING

This document concerns the following programmes offered by the Consortium universities:

- Police Constable degree apprenticeship (PCDA) - BSc (Hons) Professional Policing Practice
- Degree Holder Entry Programme (DHEP) - Graduate Diploma Professional Policing Practice

Common and consistent principles

There are common and consistent principles underpinning Recognition of Prior Learning (RPL) assessment across all Consortium universities:

1. RPL assessment decisions will be made by individual Consortium universities

2. The maximum volume of credit that can be awarded through RPL is two thirds of the total credit of the respective qualification.

3. Credit will only be awarded that is equivalent to whole programme modules

4. Credit is awarded following the assessment of evidence of learning (not experience alone)

5. RPL claims can be submitted by individuals for 'certificated' and/or 'experiential' learning. Certificated learning includes qualifications or certificates awarded by a university or other awarding body as evidence of previously recognised learning that has an established academic credit value.

6. Where a prior qualification or certificate is not from a recognised awarding body, its equivalence to specific learning outcomes will need to be established with reference to UK NARIC. Where a qualification or certificate's credit value cannot be established, the prior learning associated with it will require further evidence that can be assessed.

7. Academic credit for prior experiential and/or work-based learning (that is learning that is derived from experience or work) can also be claimed where appropriate evidence of this learning is submitted for assessment by the Consortium university. This is normally in the form of a portfolio of evidence.

8. Where RPL claims are made, the College of Policing's RPL Framework and the National Police Curriculum (for PCDA and DHEP) will inform the process.

9. The assessment of Independent Patrol Status (IPS) and Full Operational Competence (FOC) will be undertaken and confirmed by the respective employing Police Force. IPS and FOC cannot be achieved through RPL without the explicit agreement of the employing Police Force.

10. The Initial Assessment of prior learning with regards to the Knowledge, Skills and Behaviours for the PCDA will be undertaken, in accordance with the requirements of the Education and Skills Funding Agency Funding Rules, prior to the start of the apprenticeship.

These principles do not require any change in individual Consortium university regulations.

Mechanisms and infrastructure

The Consortium has the following mechanisms and infrastructure to assure a consistent approach to RPL decisions:

1. Consortium universities will complete an RPL Assessment Plan that will enable the Programme Management Board to monitor and review the consistency of RPL practice.

2. All Consortium university candidates for the PCDA and DHEP programmes, identified by their respective employing police force, will undertake Initial Assessment of their prior learning through Aptem[1] Skills Scan.

3. Consortium university Admissions Tutors will review the results from the Aptem Skills Scan to identify opportunities to formally assess prior learning and implement the Consortium university's process in accordance with the RPL Assessment Plan and institutional policies and procedures.

4. The Programme Management Board will receive reports on Consortium university RPL decisions and monitor consistency of approach, the profile of Student Officers with approved RPL claims, as well as any impact on Key Performance Indicators, including progression and achievement.

5. The Programme Management Board will review existing relevant professional policing training programmes, such as the level 4 Police Community Support Officer (PCSO), and established professional roles, such as Special Constable, to agree standardised RPL routes through mapping against PCDA and DHEP programme modules.

6. The Programme Management Board will produce an Annual RPL Monitoring Report that will be reviewed by the Partnership Strategic Group.

Approved by Academic Board, 8 November 2019

---

[1] Aptem is the Learning Management System universally used by the Consortium for both the PCDA and DHEP programmes. Skills Scan is a core feature within Aptem that supports the Initial Assessment of prior learning in relation to either the Knowledge, Skills and Behaviours, Programme Learning Outcomes or Operational Competencies of the PCDA or DHEP.

Academic Integrity and Misconduct Policy and Procedure
Applicable Only To PCDA/DHEP/DDHEP Programmes

Consortium Academic Probation

The Consortium recognises that student officers who are new to Higher Education may need some time to learn how to acknowledge sources properly. Therefore, it operates an 'academic probation period' during which the focus of the Consortium Universities' response to signs of academic misconduct is to educate student officers in regard to appropriate academic practice and academic integrity rather than to penalise unacceptable academic practice.

Academic probation is only applicable to the:
- first incidence of academic misconduct during the first year of the PCDA/DHEP/DDHEP programmes
- the academic misconduct categories of Plagiarism and Collusion (except collusion in an online examination)

Academic probation is not applicable to:
- any other forms of academic misconduct (including collusion in an online examination) where misconduct penalties will immediately apply

Consortium Academic Misconduct Categories, Actions and Penalties

All cases of Academic Misconduct will sit on a sliding case of severity and as a result:
- there will be occasions when misconduct that would normally be considered minor is, as a result of elements including the extent of the deliberation and/or intention to deceive, considered to be serious misconduct
- there will always be an element of 'academic judgement' in the final determination of level of misconduct and the appropriate action to take / penalty category to be applied

Category	Penalty and Associated Actions
Category A	No penalty applied Assessment component marked on its academic merits only (no marking cap applied) **Note:** This does not mean that the work submitted will automatically achieve a pass mark. Marking of all academic work considers reliance on external sources and the appropriateness of that reliance, so it should be noted that whilst no penalty has been applied to the work, when marked, it may still receive a failing grade

	Associated Actions
	1. Student officer must be advised on academic good practice and signposted to academic skills support resources and materials to further their understanding of good academic practice
	2. Academic Misconduct status flags placed on student officers record (for systems processing reasons) SHOULD NOT remain on the record once the assessment mark is returned as Category A is only applied during the academic probation period

Category B1
Applicable to first attempts only
	Penalty Applied
	    1. Assessment component marked on its academic merits only (with mark capped at minimum pass mark (i.e. capped at 40 or the appropriate designated minimum pass mark for the programme/module)
	    2. Resit opportunity permitted
	
	Associated Actions
	    1. Academic Misconduct upheld flag to be placed on student officers record
	
	Support
	Where appropriate to the academic misconduct committed the student officer should be signposted to academic skills support resources and materials to further their understanding of good academic practice

Category B2
Applicable to first attempts only
	Penalty Applied
	    1. Failure of the Assessment (i.e. zero awarded marks)
	    2. Resit opportunity permitted
	
	Associated Actions
	    1. Academic Misconduct upheld flag to be placed on student officers record
	    2. A fail grade designator (with resit permitted) to be recorded on the students record
	    3. Resit to be capped in line with programme regulations
	
	Support
	Where appropriate to the academic misconduct committed the student officer should be signposted to academic skills support resources and materials to further their understanding of good academic practice

Category C1
Applicable to resit attempt only
	Penalty Applied
	    1. Assessment component marked on its academic merits only (with mark capped at minimum pass mark (i.e. capped at 40 or the appropriate designated minimum pass mark for the programme/module)
	    2. Resit opportunity not permitted *(as further resit attempts are not permissible under the programme regulations)*
	
	Associated Actions
	    1. Academic Misconduct upheld flag to be placed on student officers record

	Support Where appropriate to the academic misconduct committed, and if the student is remaining on the programme, the student officer should be signposted to academic skills support resources and materials to further their understanding of good academic practice

Category C2
Applicable to resit attempt only
	Penalty Applied
	    1. Failure of the Assessment (i.e. zero awarded marks)
	    2. Expulsion from the programme *(as further resit attempts are not permissible and under the programme regulations all assessment components must be passed in order for a Module to be passed and all Modules must be passed to remain/progress on programme)*
	
	Associated Actions
	    1. Academic Misconduct upheld flag to be placed on student officers record
	    2. A fail grade designator (with no resit permitted) to be recorded on the students record
	    3. An exit award can be made *(where permissible under programme regulations)*

Category D	**Penalty Applied**
	    1. Failure of the Module
	    2. No further assessment attempts permitted
	    3. Expulsion from the programme *(as under the programme regulations all Modules must be passed to remain/progress on programme)*
	
	Associated Actions
	    1. Academic Misconduct upheld flag to be placed on student officers record
	    2. A fail grade designator with no resit permitted to be recorded on the students record
	    3. An exit award can be made ((*where permissible under programme regulations)*

Applying penalties guidance table is on Pg 4

	Failure to follow academically acceptable practices. *Including but not limited to: - Failure to adhere to academic referencing guidelines - Failure to provide/submit an assessment or assignment in the required format or following the required submission protocol/s*	Plagiarism and self-plagiarism	Attempt to complete/gain academic credit for any assessment by means considered to be unfair. *Including but not limited to: - Cheating in examinations or tests (including online tests) - Collusion (including associated with group projects or group assignments) - Purchasing or Commissioning - Theft of the work of other students - Dishonest Use of Data (including inventing, altering, or falsifying data) Fake referencing*	Failure to adhere to the rules in place for Examinations, Tests and other Formal Assessments. *Including but not limited to: - Breach of examination room rules or online examination / test rules - Impersonation*	Undertaking research activities in such a way as to breach academic misconduct regulations. *Including but not limited to: - Research without appropriate ethical approval - Failure to protect research data in line with ethical approval and/or GDPR requirements - Falsifying research data and/or outcomes*	Other activities which would constitute a breach of Academic Misconduct procedures. *Including but not limited to: - Attempting to persuade another member of the University (student or staff) to participate in activity that would constitute academic misconduct - Being party to / having knowledge of any other arrangement or activity that would constitute academic misconduct or a breach of academic misconduct regulations*
Academic Probation	A	A				
First Offence	B1 or C1	B1 or C1	B1 or C1 (B2 or C2 *1)	B2 or C2 (D *2)	B2 or C2 (D *2)	B2 or C2 (D *2)
Second Offence	B2 or C2 (D *2)	B2 or C2 (D *2)	B2 or C2 (D *2)	D	D	D
Third Offence	D	D	D	D	D	D

*1 applied in cases of Purchasing or Commissioning / Theft of Work or where the academic misconduct panel judged that the extent of the deliberation and/or intention to deceive was such that it merits an elevation to a Category B2 or C2 penalty

*2 applied in cases where the academic misconduct panel judged that the extent of the breach of rules and/or intention to deceive was such that it merits an elevation to a Category D penalty