

Guidance on calculating marks for the purposes of progression and classification in taught programmes

| Summary | | | |
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| The document provides guidance and worked examples on how the unit mark, year mark, taught component mark and the final programme mark is calculated for the purposes of considering the progression of a taught student and the classification of a taught degree. | | | |
| Scope - This document applies to: | | | |
| Marks obtained by students on taught programmes when being considered for progression or award by a board of examiners. | | | |
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Guidance on Calculating the Unit Mark, Year Mark, Taught Component Mark, Final Programme Mark for the Purposes of Progression and Degree Classification in Taught Programmes

The following examples are intended to assist by applying the rules to a set of hypothetical run of marks based upon the regulations for calculating and recording marks as set out in the Taught Code.

EXAMPLE 1 is a student on an integrated MSci undergraduate programme

1. Calculation of unit mark

The summative assessment for a notional unit 1 consists of:

- Essay (40%),
- Unseen written exam (40%),
- Oral presentation (20%).

The final unit mark is calculated from the assessment marks (all marked on the 0-100 scale) thus:

| <i>Level 4-6 unit (pass mark of 40/100)</i> | Essay (40%) | Unseen written exam (40%) | Oral exam (20%) | Final unit mark |
|---|--------------------|----------------------------------|------------------------|--|
| Score (out of 100) | 68 | 59 | 72 | |
| Weighted mark | 68 x 40 = 2720 | 59 x 40 = 2360 | 72 x 20 = 1440 | 2720 + 2360 + 1440 = 6520 6520/100= 65.2 (65) |

(If some assessments are marked on the 0-20 point scale section 15 of the Code explains how to calculate the unit mark).

So credit is awarded for unit 1 (assuming the student has fulfilled any other criteria) with a mark of 65.

2. Calculating the Year Mark for the Purposes of Progression

The 'year mark' needs to be calculated for the purposes of applying the progression rules in section 30 of the Code. This is done by averaging the unit marks following weighting (corresponding to the credit point value) where the notional unit marks in year 2 are:

| Level 5 units (pass mark 40/100) | UNIT 1 | UNIT 2 | UNIT 3 | UNIT 4 | UNIT 5 | Total |
|---|----------------|----------------|----------------|----------------|---------------|---|
| | (20cp) | (20cp) | (40cp) | (30cp) | (10cp) | (120cp) |
| Unit mark | 65 | 52 | 52 | 55 | 48 | |
| Award of credit | Pass | Pass | Pass | Pass | Pass | 120cp |
| Weighted unit mark - by credit value of each unit | 65 x 20 = 1300 | 52 x 20 = 1040 | 52 x 40 = 2080 | 55 x 30 = 1650 | 48 x 10 = 480 | 1300 + 1040 + 2080 + 1650 + 480 = 6550/120 = 54.583... (55) |

In order to determine progression to the next year of the programme on the basis of the student achieving the pass mark in each unit and achieving the programme requirement of a year mark of 55 or more out of 100 (see section 30 of the Code) - the year mark is rounded to the nearest integer i.e. **55** and progression is permitted.

3. Calculating the Final Programme Mark and Degree Classification

For this Integrated Masters programme, with study abroad the year of study weighting is 0:15:10:75 (see annex 13 for the agreed weightings by programme).

The final programme mark and degree classification is reached by calculating all the year marks (with credit point weighting – as in section 2 previously) and then applying the primary and secondary rules, as follows:

| Year 2 | | Year 3 | | Year 4 | |
|-----------|---------------|-----------|---------------|-----------|---------------|
| Unit Mark | Credit Points | Unit Mark | Credit Points | Unit Mark | Credit Points |
| 65 | 20 | 68 | 120 | 64 | 20 |
| 52 | 20 | | | 70 | 20 |
| 52 | 40 | | | 78 | 20 |
| 55 | 30 | | | 71 | 20 |
| 48 | 10 | | | 66 | 20 |
| | | | | 72 | 20 |
| 55 | 120 | 68 | 120 | 70 | 120 |

Apply the weighting (0:15:10:75) to the year marks to give a weighted year mark.

$$\text{Year 2} = 15 \times 55 = 825$$

$$\text{Year 3} = 10 \times 68 = 680$$

$$\text{Year 4} = 75 \times 70 = 5250$$

$$\text{All years} = 825 + 680 + 5250 = 6755 / 100 = 67.55$$

Final programme mark is rounded to the nearest integer = **68**

As the final programme mark of **68** is within the classification boundary range for a first class degree (see section 32 of the Code) the secondary rule is applied.

Application of the Secondary Rule for Degree Classification

“If the final summative programme mark falls within the range of one of the classification boundaries, the higher degree classification will only be awarded if 50% or more of the rounded individual unit marks, weighted by credit point value and year of study, which contribute to the degree classification are achieved at the higher class or classes, otherwise the lower class will be awarded.”

Year 2

- 0 of 120 credit points in higher class
- Apply 15% weighting for the year of study = $0 \times 15 = 0$ weighted credit points

Year 3

- 0 of 120 credit points in higher class
- Apply 10% weighting for the year of study = $0 \times 10 = 0$ weighted credit points

Year 4

- 80 of 120 credit points in higher class
- Apply 75% weighting = $80 \times 75 = 6000$ weighted credit points

Add weighted credits - $0 + 0 + 6000 = 6000 / 100 = 60$ out of 120 total possible credit points. Thus 50% of the credits are in the higher classification and so the higher class (I) may be awarded.

EXAMPLE 2 – A student on a Bachelor of Arts undergraduate programme

1. Calculating the Unit Mark

The summative assessment for notional unit 1 consists of:

- Essay (40%),
- Unseen written exam (60%).

The final unit mark is calculated from the assessment marks (all marked on the 0-100 scale):

| Level 4-6 unit (pass mark 40/100) | Essay (40%) | Unseen written exam (60%) | Total unit mark |
|-----------------------------------|-----------------------|---------------------------|--|
| Score (out of 100) | 44 | 37 | |
| Weighted mark | $44 \times 40 = 1760$ | $37 \times 60 = 2220$ | $1760 + 2220 = 3980$ $3980/100 = 39.8^* \text{ (40)}$ |

(If some assessments are marked on the 0-20 point scale section 15 of the Code explains how to calculate the unit mark).

So credit is awarded for unit 1 (assuming the student has fulfilled any other criteria) with a mark of 40.

2. Calculating the Second Year Mark for the Purposes of Progression

The 'year mark' is calculated by averaging the unit marks following weighting (corresponding to the credit point value) where the notional unit marks for the second year of study are:

| Level 5 units (unit pass mark of 40 out of 100) | UNIT 1 | UNIT 2 | UNIT 3 | UNIT 4 | UNIT 5 | Total |
|---|----------------------|----------------------|----------------------|-----------------------|-----------------------|---|
| | (20cp) | (20cp) | (20cp) | (30cp) | (30cp) | (120cp) |
| Unit mark | 40 | 46 | 39 | 42 | 41 | |
| Award of credit | Pass | Pass | Fail | Pass | Pass | |
| Weighted mark (corresponding to credit point value) | $40 \times 20 = 800$ | $46 \times 20 = 920$ | $39 \times 20 = 780$ | $42 \times 30 = 1260$ | $41 \times 30 = 1230$ | $800 + 920 + 780 + 1260 + 1230 = 4990$ $4990/120 = 41.583...$ (42) |

This student has failed UNIT 3 (20 credit points) so the rule in section 30.15 of the Code may be considered:

- ✓ The volume of credit points failed (20) is within the specified amount permitted (20).

- ✓ The failed unit mark (39) is within the specified range of the pass mark (35-39).
- ✓ The rounded overall weighted average year mark (42) is at or higher than the weighted average pass mark of all the taught units taken in the year (40).
- ✓ Student meets all other criteria in 30.15 of the Code.

Therefore the board of examiners may permit the student to progress to the next year of study notwithstanding a failed unit mark.

3. Calculating the Final Programme Mark and Degree Classification

For the purposes of calculating the final programme mark and degree classification the year of study weighting for a Bachelors of Arts programme is 0:40:60 (see annex 13 for the agreed weightings by programme).

The final programme mark and degree classification is determined by calculating all the year marks (with credit point weighting) as in example 1 section 3 and then applying the primary and secondary rules:

| Year 2 | | Year 3 | |
|-----------|---------------|-----------|---------------|
| Unit Mark | Credit Points | Unit Mark | Credit Points |
| 40 | 20 | 56 | 20 |
| 46 | 20 | 62 | 20 |
| 39* | 20 | 58 | 20 |
| 42 | 30 | 57 | 60 |
| 41 | 30 | | |
| 42 | 120 | 58 | 120 |

* the unit mark is carried forward even though progression is permitted notwithstanding the failed unit mark.

Application of Primary Rule

Apply the weighting (0:40:60) to the year marks:

Year 2 $40 \times 42 = 1680$

Year 3 $60 \times 58 = 3480$

All years $1680 + 3480 = 5160 / 100 = 51.6$

Final programme mark is rounded to the nearest integer = **52**

The final programme mark of **52** is not within the classification boundary range so the secondary rule is not applied and a 2.2 is awarded.

EXAMPLE 3 – A student on taught postgraduate MSc programme

1. Calculating the Unit Mark

The summative assessment for notional unit 1 consists of:

- Essay (30%),
- Unseen written exam (40%),
- Practical (30%).

The final unit mark is calculated from the assessment marks (all marked on the 0-100 scale):

| Level 7 unit (pass mark 50/100) | Short essay (30%) | Unseen written exam (40%) | Practical (30%) | Total unit mark |
|---------------------------------|-------------------|---------------------------|-----------------|--|
| Actual score | 60 | 49 | 59 | |
| Weighted mark | 60 x 30 = 1800 | 49 x 40 = 1960 | 59 x 30 = 1770 | 1800+1960+1770 = 5530 5530/100 = 55.3 (55) |

Credit may be awarded for the unit (assuming the student has fulfilled any other criteria), with a mark of 55.

(If some assessments are marked on the 0-20 point scale section 15 of the Code explains how to calculate the unit mark).

2. Calculating the Degree Classification (under the 2024/25 regulations)

Assuming that a student has achieved the necessary credit points for a Masters degree, the classification of the degree under the academic regulations on classification from 2024/25 is based on the final programme mark. The 'final programme mark' is calculated by averaging the unit marks (both taught units: 1-5 below; and research unit: 6 below) weighted by credit point value:

| | UNIT T1 | UNIT T2 | UNIT T3 | UNIT T4 | UNIT T5 | UNIT R6 | Total |
|--|----------------|---------------|----------------|---------------|----------------|----------------|--|
| | (20cp) | (20cp) | (40cp) | (20cp) | (20cp) | (60cp) | (180cp) |
| Level of unit (and associated pass mark/100) | 7 (50) | 6 (40) | 7 (50) | 7 (50) | 7 (50) | 7 (50) | |
| Unit mark | 55 | 49 | 50 | 48 | 54 | 60 | |
| Award of credit | Pass | Pass | Pass | Fail | Pass | Pass | |
| Weighted mark (corresponding to credit point value) | 55 x 20 = 1100 | 49 x 20 = 980 | 50 x 40 = 2000 | 48 x 20 = 960 | 54 x 20 = 1080 | 60 x 60 = 3600 | 1100+ 980+ 2000 + 960+ 1080+3600 = 9720 9720/180= 54 |

Note: the student has failed Unit 4 (20 credit points) with a mark of 48; however 'compensation' is applied and credit awarded for the unit per section 38 of the Code.

The student has achieved a final programme mark of 54 and so the degree can be awarded, although they have not reached the thresholds for the degree to be awarded with merit or distinction.

3. *Calculating the Degree Classification (under the regulations prior to 2024/25)*

The classification of the degree is reached on the basis of the taught component mark and the dissertation mark:

Taught component mark = 51

Dissertation mark = 60

The student has achieved the pass mark of 50 in both components, and so the degree can be awarded; although they have not reached the thresholds for the degree to be awarded with merit or distinction.

Disregarding unit marks

Where a unit mark is disregarded, the weighting of the relevant year mark will be retained for the purposes of calculating the year mark for classification or progression.

Where a unit mark is disregarded, the remaining unit marks in the year of study will be scaled up whilst retaining their relative weighting (according to credit point value) to each other when calculating a year mark for the purposes of progression. For example: a 20cp unit in a year containing 120cp is worth 16.67% (one-sixth) of the year mark; if one 20cp unit is disregarded, the remaining 20cp units are scaled up accordingly and worth 20% (one-fifth) of the year mark.

Where an assessment mark is disregarded within a unit, the remaining assessment marks will be scaled up whilst retaining their relative weighting to each other for the purposes of calculating the unit mark. For example: a unit has assessments worth 20%, 20% and 60%; if one 20% assessment is disregarded, the remaining assessments are scaled up accordingly and worth 25% and 75% respectively.