



SUMMARY OF REGULATION AND POLICY CHANGES AFFECTING NEW AND CURRENT STUDENTS FROM SEPTEMBER 2022

Changes to the following documents ([available on the University website](#)), which affect new and returning students, have been approved by Senate and are coming into effect for the academic year 2022/23 onwards:

Academic Regulations for Taught Programmes

Assessment Regulations

Attendance and Engagement Policy (details TBA)

**Supporting Students to Succeed Procedures Undergraduate and Postgraduate Taught Degrees:
Extenuating Circumstances and Support to Study Procedures**

Changes relevant to students on all undergraduate and postgraduate programmes

Email use

1. You must use your University email account for all formal communications with the University and monitor your University email at least once a day and before any teaching or other university appointments. [Section B2.2 Academic Regulations for Taught Programmes](#)

New Attendance and Engagement Policy

2. **Expectation:** You are expected to attend all scheduled sessions and actively engage in all learning opportunities within your programme. We are setting this expectation because there is a direct link between attending and engaging in class and succeeding on your programme.
3. **What you need to do:** You must use the University of Winchester Mobile App to “check-in” within the first 15 minutes of the start of class. If you can’t attend, you must notify your module tutor as soon as possible in advance and speak with your Personal Academic Tutor (PAT) or Student Support and Success Adviser (SSSA) if you are finding it difficult to attend regularly.
4. **What will happen if your attendance is poor:** We will contact you to ask that you meet with your PAT or SSSA to discuss how we can support you to attend class. If you are still not attending class, you may not be allowed to repeat failed modules and you may be required to leave your programme and the University.
5. **If your programme has specific attendance requirements:** You must still meet any specific programme attendance requirements. These will be outlined in the Programme Handbook, along with any penalties for non-attendance. You should use the Supporting Students to Succeed Procedures to request an authorised leave of absence if needed.

Assessments

6. If you submit your assessment by the original deadline, you cannot choose to resubmit another version in the 5 days after the deadline. [Section B9 Assessment Regulations](#)
7. The regulations no longer outline default formatting requirements. It is your responsibility to submit all work for assessment and all attend practical assessments and exams in accordance with the requirements for each module or programme, as defined in the Programme/Module Handbook. The format of the Dissertation for a Masters’ Independent Study module is defined in the Master’s Dissertation – Presentation Guidelines. It is your responsibility to check that you are submitting the final/correct version of your work and that this has uploaded correctly. [Section B6 and B7 Assessment Regulations](#)



8. If you are taking part in group assessments you will receive individual marks. [Section C1 Assessment Regulations](#)
9. All student assessments will be kept for 5 years in line with Office for Students Requirements. [Section B18 Assessment Regulations](#)

Extenuating Circumstances and Support to Study

10. While there have been no major changes here, we wanted to take this opportunity to remind you that the Supporting Students to Succeed Policy covers [Extenuating Circumstances](#) and [Support to Study](#) and [a full copy is available online](#). If you have individual questions please contact your [Faculty Student Support and Success Advisor](#), or for general information on Student Support and Success please [follow us on Instagram](#).

Awards

11. Students starting from September 2022 will not have a GPA (Grade Point Average) on their transcript. Students who started before September 2022 will still have a GPA included on their transcripts. [Section D1 and F2 Academic Regulations for Taught Programmes](#)
12. When transferring programmes, any credit that can be transferred to your new programme will be agreed at the time of transfer and you will indicate your acceptance of this via signing the credit agreement. [Section D3 Academic Regulations for Taught Programmes](#)
13. You can now find details about award and classification regulations in Appendix 2, 3 and 4 of the Academic Regulations for Taught Programmes. The separate document *Awards and Classification Rules and Credit Framework summary* has been retired. [Section Appendix 2, 3 and 4 Academic Regulations for Taught Programmes](#)

Changes relevant to students on postgraduate programmes with a target or exit award of a PgCert

14. We have increased the number of credits a postgraduate student studying for a PgCert award can apply to repeat or trail fail, from 20 credits to a maximum of 40 credits, regardless of whether you are changing pathway. [Section D2.3 Academic Regulations for Taught Programmes](#)

Changes relevant to students on a foundation year

15. We have extended the usual cases where third attempts can be granted to include foundation year students who have successfully passed all but one module (if the foundation year student is in a repeat year, the third attempt can only be offered if the student was not offered a third attempt at that module in the previous year). This can include students who may not have previously attempted the assessment. [Section B14 Assessment Regulations](#)

Change relevant to students on programmes with a placement year

16. We have extended the usual cases where third attempts can be granted to include second year students with extenuating circumstances who have successfully passed all but one module and who are due to be on placement in the next academic year. This can include students who may not have previously attempted the assessment. [Section B14 Assessment Regulations](#)

Change relevant to students on Undergraduate programmes where the Extended Independent Study module is optional

17. For undergraduate programmes where the Extended Independent Study module is optional, this module will not count towards 20% of the classification calculation. It will only be included in your



classification calculation if it is in your best 60 credits at level 6. [Appendix 4 Academic Regulations for Taught Programmes](#)

Changes relevant to students on apprenticeships

- 18.** Addition of references to apprentices in regulations [Sections C, D1 and D3 Academic Regulations for Taught Programmes](#) and [section B15 Assessment Regulations](#)
- Degree apprentices may not be allowed to progress if they do not meet the requirement for 20% off the job training. [Sections C3 Academic Regulations for Taught Programmes](#)
 - Apprentices are permitted to take a break in learning, when they meet the Education Skills Funding Agency (ESFA) eligibility criteria for a minimum of four weeks and up to one year. Apprentices shall only be granted a break in learning with the agreement of their employer. The Centre for Degree Apprenticeships should be contacted regarding any application to take a break in learning. [Sections D1 Academic Regulations for Taught Programmes](#)
 - Apprentices that who wish to transfer their programme must be considered in consultation with the employer. The Centre for Degree Apprenticeships must be contacted in the first instance regarding any internal apprenticeship transfer. [Sections D3 Academic Regulations for Taught Programmes](#)
 - In order to adhere to ESFA funding rules, students on higher/degree apprenticeship programmes must not re-learn skills that they already have. Such students might therefore achieve partial module credits through Recognition of Prior Learning (RPL). In such cases, the Programme will determine whether an alternative/bespoke assessment is required: the assessment would be approved via Programme Amendment Committee. [Section B15 Assessment Regulations](#)

Change relevant to students on Foundation Degrees

- 19.** Confirmation of the Period of Registration for a Foundation Degree (Minimum 2 years and maximum 4 years) [Sections G1 Academic Regulations for Taught Programmes](#)