

## Summary

This paper sets out a phased approach to introducing final-year **reassessments on undergraduate Honours and Integrated Masters programmes** for students for whom there are no approved extenuating circumstances (currently permitted in the Regulations). It has been agreed that, due to timeframes and operational complexities, **in 2025/26, August reassessments will be offered only in those programmes where PSRBs do not permit the award of DC for Grade F results and/or do not accept the award of Grade E and where, as a consequence, students would receive an unaccredited award.** These reassessments will be offered in accordance with existing Regulation A7 Award, para 5.6.4 (see Appendix 1).

During 2025/26, the preparatory work (including Regulation changes) will be undertaken with the aim of extending to all final year undergraduates on Honours and Integrated Masters programmes. Phase 2 may require specific resourcing and/or system enhancements to support the extension in scope.

The paper has been produced by the UG Final Year Reassessments Task and Finish Group and **was endorsed by the Learning and Teaching Academic Operations Committee at its meeting on 8 October 2025**; it is provided for information to the University Committee for Quality and Standards at its meeting on 3 November 2025. A proposal for roll-out will be developed during 2025/26 and if the required resourcing can be secured, a recommendation will be made to UCQS (in view of changes required to Regulations) and thereafter to the Senate (see *section 2*).

This paper is intentionally succinct, as the rationale for and background research on UG final year reassessments have been provided in separate papers, and in the five prior versions of this paper. The operational considerations and model for the PSRB phase are also available in a separate paper. Contact [r.chisholm@hw.ac.uk](mailto:r.chisholm@hw.ac.uk) for access to these papers (located on the LTAOC Teams/SharePoint site).

The Task and Finish Group was set up by LTAOC and comprised representatives from each School, as nominated by AEDs(E+SL) or AEDs(AQ), the three student Vice-Presidents (Academic) and representatives from RAS. The Group met from June to October 2025.

## 1. Proposal for PSRB-Related Final Year Reassessments in 2025/26

The Task and Finish Group proposes that the University Regulations and associated policies and procedures should be amended to enable UG final year reassessments on Honours and Integrated Masters Programmes for reasons relating to poor academic performance and to remove the current restrictions which limit such reassessments only for students with approved extenuating circumstances.

In making this proposal, the Group recognises that the University's Regulations currently permit:

- a) reassessments in situations where there are approved extenuating circumstances situations (Reg A7, para 5.6.4); the above proposal relates to instances of poor performance in final year assessments for which there are no mitigating circumstances;
- b) "final year" reassessments in Ordinary, Diploma and Certificate awards;
- c) reassessments for non-final year qualifying courses, provided that the original mark is used in the award calculation;
- d) reassessments in qualifying courses for PGT awards.

However, the Group recognised that there would need to be Regulatory, operational and systems changes to implement this proposal. Additionally, it was recognised there was an immediate need to address changing PSRB requirements, which do not recognise DCs and/or Grade Es for the purpose of professional accreditation of Honours/Integrated Masters degrees. These students would otherwise be awarded an accredited Ordinary or BEng Degree.

Consequently, the Group proposes the following in case of poor academic performance in final year assessments in 2025/26 or PSRB-accredited programmes which do not recognise DCs and/or Grade Es (noting that reassessment for students with approved mitigating circumstances is already provided for in the Regulations). For all other programmes, use of DC should continue to be made for students with Grade Fs who meet the overall learning outcomes.

- 1) In 2025/26, final year reassessments will be offered only on professionally accredited programmes where the PSRB does not recognise the award of DC (awarded for a Grade F) and/or Grade E. Award Boards of Examiners should be permitted to offer the reassessment opportunity under existing Regulation A7, para 5.6.4.1 (see Appendix 1) for the verified programmes defined as being in scope (list to be provided).
- 2) Reassessments will be offered in August 2026, enabling graduation in November/December 2026. As a means of providing equity of experience, students who have been given a reassessment opportunity due to approved mitigating circumstances will likewise be offered an August reassessment.
- 3) The original mark will be used in the award calculation (as per existing Regulations for non-final year courses) and the reassessment will be for the purpose of obtaining credits (if a Grade F) and meeting the PSRB grade requirements, eg Grade D (the reassessment grade will be shown on the transcript).
- 4) Dissertation and project courses would be excluded from reassessment opportunities, as per existing Regulations for non-final year courses. Students with proven cases of academic misconduct would also be excluded, as per current practice.
- 5) Award Boards of Examiners can determine whether or not to award a reassessment opportunity based on the number of courses requiring a reassessment (as per existing Regulations relating to students with five or more reassessments).
- 6) Students who do not take up the reassessment opportunity will automatically be awarded an Ordinary Degree or a BEng degree if Integrated Masters programmes, as will students who do not meet the required performance following reassessment.
- 7) The focus on PSRB programmes in 2025/26 recognises the tight timeframes involved in introducing a new process mid-academic year; since it will be concentrated on a smaller group of students, this will reduce the risk of error, operational complexity and challenges for Boards of Examiners and for award-graduation processes.
- 8) An operational process has been developed by Academic Operations for the PSRB only phase (available as a separate paper), and training/guidance will be provided for Chairs and Clerks of Award Boards.
- 9) The evaluation of 2025/26 PSRB process will inform the resourcing required to roll-out to all UG programmes, and during 2025/26 preparatory work will be undertaken (see section 2).

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The remainder of this paper relates to the next phase, extending to all other UG final year students with reassessments and not just those on PSRB programmes with restrictions on Grade F/DC and Grade E. It is provided here for context, to demonstrate that the Task and Finish Group has considered all categories of final year UG students.

## 2. Proposal for All Final Year Reassessments

Following the 2025/26 PSRB processes, the Task and Finish Group proposes the following:

- *From 2026/27, final year students on all Honours and Integrated Masters programmes should be offered the opportunity to undertake a reassessment where the targeted award cannot be made (eg too many courses at Grade E/F or where the programme learning outcomes have not been met and DC cannot be awarded) and a lower award, eg Ordinary Degree, would be given instead. As a consequence, the current restriction, which limits final year reassessment to students with approved mitigating circumstances, should be removed.*

## 3. Sub-Proposals related to All UG Final Year Reassessments

This section relates to the roll-out to all UG final year students following the PSRB-restricted process in 2025/26.

Category	Notes	Proposal
<b>Eligibility</b>	Students with proven cases of academic misconduct would not be eligible for reassessment (this is aligned with existing practice)	<b>Final year reassessments would be made available to all students as standard*</b> <i>*see category below on Student Choice</i>

Category	Notes	Proposal
<p style="text-align: center;"><b>Grade Requirements</b></p>	<p>This is aligned with the current Regulations on non-final year reassessments</p>	<p><b>One attempt at reassessment would be permitted and only Grades E/F are eligible for reassessment</b></p> <p>(to prevent students from strategically using reassessment to improve their degree classification (and so preserve academic standards) and to avoid significantly increased workload for academic and professional services staff)</p>
<p style="text-align: center;"><b>Original Mark Retained Reassessment for Credit/Grade</b></p>	<p>This is aligned with the current Regulations on non-final year reassessments (A6, 2.3.5.1)</p>	<p><b>The original mark gained at the first attempt is used in calculating the degree classification</b></p> <p>(to prevent students from strategically using reassessment to improve their degree classification, to maintain academic standards and to ensure equity and fairness to all other students)</p>
<p style="text-align: center;"><b>Exclusions</b></p>	<p>This is aligned with the current Regulations on Discretionary Credits</p>	<p><b>Final-Year research projects and dissertations should be excluded from final year reassessment.</b></p> <p>(Engineering accreditation bodies do not permit reassessment for final-year projects)</p>
<p style="text-align: center;"><b>Timing</b></p>	<p>This is aligned with the current policy and practice on UG programmes (the Regulations state “at next available opportunity”)</p>	<p><b>Reassessments for final year UG courses should be held in the August Diet of the same AY as the first attempt</b></p> <p>(Schools should consider coursework, not just exams, to avoid marking pressures in August and to minimise further congestion in the August Diet. August Diet enables November/December Graduation, rather than the following June/July). The mode of reassessment must be documented in GCM</p>
<p style="text-align: center;"><b>Implementation Date</b></p>	<p>The Senate or UCQS may permit in-year introduction of Regulatory and policy changes where there is direct benefit to students</p>	<p><b>Reassessments for final year UGs should be introduced only for 2025/26 graduating cohort on PSRB programmes where DC/Grade E are not accepted</b></p> <p><b>For non-PSRB programmes, DC should continue to be used.</b></p> <p><b>For all other UG final year students, the implementation date would be 2026/27 (if Regulation change is approved by Senate and operational/systems solutions are in place)</b></p>

**Category****Notes****Proposal****Student  
Choice**

This is aligned with sector practice

**Students will be given a choice as to whether they wish to undertake a reassessment or to accept the Board's original decision as to grade and award.**

**For students on PSRB programmes which do not recognise DC or Grade E, if a student opts not to take the reassessment, they will automatically be given a lower degree award (Ordinary Degree or BEng for MEng students)**

**Communication  
to Students**

This is aligned with current practice

**Chairs of Award Boards should communicate information on reassessment opportunities, Ordinary Degree and DC\* to students, as they currently do when offering final year reassessment opportunities to students with approved mitigating circumstances**

**Administrative  
Arrangements**

This is aligned with the current Regulations and policies on reassessments

**Students should pay the appropriate fee for reassessment and should, in the case of exam-based reassessments, undertake the exam on a University campus**

The Task and Finish Group recognises that the operational aspects of implementing any proposals related to final year UG reassessments must be taken into account and there must be sufficient time for these to be worked through prior to implementation. Therefore, the Group has taken advice from senior colleagues and recognised the need to differentiate between the short-term issue of PSRBs who will not accept the use of DC/E Grade for award and the wider issue of final year reassessments for all UGs.

As a consequence, it has been proposed by the Chair of UCQS and ORC that Regulation A7 para 5.6.4.1 should be used in 2025/26 to offer a final year reassessment for students who do not meet the PSRB requirements and for whom there are no approved mitigating circumstances and who would otherwise be eligible only for an Ordinary Degree or BEng for MEng students:

#### Regulation A7

*5.6.4. In exceptional circumstances if a Student is prevented by illness or other sufficient cause from attending, completing, or fulfilling the requirements of, the degree examinations which form part of the final assessment for a Programme of Study leading to the award of a degree of bachelor with honours or to the award of the First Degree of Master the Award Board may recommend either:*

- 5.6.4.1. that the Student be allowed to be examined at a specified time in all of the examinations previously not attended or completed; or*
- 5.6.4.2. that the Student be allowed to continue with their study; or*
- 5.6.4.3. that the degree be awarded in accordance with paragraphs 5.6.1, 5.6.2 or 5.6.3, as appropriate; or*
- 5.6.4.4. that the degree be not awarded; or*
- 5.6.4.5. that the Student be required to withdraw from their Programme of Study.*

In this way, there will be sufficient time for consultation and for operational and resourcing matters to be addressed during 2025/26 prior to implementation for all final year students.

Proposals for the operationalisation of the process based on PSRB only programmes for 2025/26 were presented to the Task + Finish Group at its meeting on 30 September 2025. A separate paper is available on request. The Academic Operations Division within RAS will produce a list of all applicable PSRB programmes for 2025/26.

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