

Definitions

- 1.1 *Programme specification*: the definitive published programme documentation.
- 1.2 *Relevant committee*: the committee empowered for the purpose concerned by the Academic Board.

General

- 1.3 The degrees and awards of York St John University are:

Foundation awards

| Abbreviation | Award title |
|--------------|--|
| FCert | Foundation Certificate |
| FCertInt | Foundation Certificate – International |

Undergraduate awards

| Abbreviation | Award title |
|--------------|--|
| MArt | Master in Arts (integrated Masters) |
| MSci | Master in Science (integrated Masters) |
| BA | Bachelor of Arts |
| BSc | Bachelor of Science |
| LLB | Bachelor of Laws |
| GDip | Graduate Diploma |
| GCert | Graduate Certificate |
| ProfGCE | Professional Graduate Certificate in Education |
| FD | Foundation Degree |
| DipHE | Diploma of Higher Education |
| CertHE | Certificate of Higher Education |
| UD | University Diploma |
| UC | University Certificate |

Taught Postgraduate awards

| Abbreviation | Award title |
|--------------|---------------------------------------|
| MA | Master of Arts |
| MSc | Master of Science |
| MBA | Master of Business Administration |
| MFA | Master of Fine Arts |
| MDes | Master of Design |
| MRes | Master of Research |
| LLM | Master of Laws |
| PGDip | Postgraduate Diploma |
| PGCert | Postgraduate Certificate |
| PGCE | Postgraduate Certificate in Education |

Research Degree awards

| Abbreviation | Award title |
|--------------|-------------------------------------|
| PhD | Doctor of Philosophy |
| ProfDoc | Professional Doctorate |
| DCounsPsy | Doctorate in Counselling Psychology |
| EdD | Doctor of Education |
| MPhil | Master of Philosophy |
| MAbyRes | MA by Research |
| MScbyRes | MSc by Research |

- 1.4 The Academic Board is responsible for approving and for rescinding any type of award offered by the University.

Language of tuition and assessment

- 1.5 The language of instruction and assessment for all taught programmes of study of York St John University is English except where the subject content dictates that a part of the programme is delivered in a language other than English.

Age on entry

- 1.6 Before commencing studies for a taught award of York St John University, candidates must normally have reached a minimum of 17 years of age.
- 1.7 A candidate who has reached the age of 17 but not 18 on the first day of the month in which their programme of study commences will not be admitted except with the express permission of the Academic Registrar and with the written authorisation of their parent or guardian.

Periods of study

- 1.8 The standard periods of study for York St John University awards are defined in the [Regulations for Undergraduate Awards](#), the [Regulations for Taught Postgraduate Awards](#), the [Regulations for Professional Doctorate Awards](#) and the [Regulations for Research Degree Awards](#). Where specified in a [programme specification](#), the duration of a programme of study may vary from the standard period.
- 1.9 Where a student is, for good reason, not able to continue as expected, a request may be made for a suspension of enrolment. Permission for a suspension to the period of study may be granted under procedures set out in the [Suspension of Studies Policy for Taught Degrees](#) or the [Code of Practice for Research Degrees](#).
- 1.10 Students must complete all study and assessments within 24 months following the standard period of study set out in the [Regulations for Undergraduate Awards](#), the [Regulations for Taught Postgraduate Awards](#), the [Regulations for Professional Doctorate Awards](#) or in the [programme specification](#). Except with the special approval of the Special Cases Committee, a sub-Committee of the Progress and Award Examination Panel, this constitutes the maximum period allowed for completion. An extension to the maximum period of study can normally only be granted for a maximum of three months, where it will allow the student to submit an assessment leading to eligibility for a particular award. It will be granted where the student has provided appropriate evidence of serious extenuating circumstances.

Sabbatical officers

- 1.11 Any appointees to an office deemed to have sabbatical status must be registered as full-time students at the University.
- 1.12 No person shall hold sabbatical office (or offices) for more than two academic years, whether consecutively or in total.

- 1.13 Students suspending their programme of study to take up a sabbatical position may only suspend for one academic year. The period of suspension shall be discounted in calculating the time elapsed on the programme of study.
- 1.14 The University may confer full-time registered student status on students who have completed their course of study and have been elected to sabbatical office in the Students' Union.

Aegrotat award

- 1.15 Where a student is prevented by illness from completing a taught award, an unclassified Aegrotat may be awarded by the Progress and Award Examination Panel on the recommendation of the Chair of the School Assessment Board and with the support of the external examiners always provided that:
- a) The student has fulfilled specified enrolment requirements, including the payment of relevant fees.
 - b) There is evidence that the student's attainment is such as to merit the award.
 - c) The award does not lead to accredited professional qualification.
 - d) The Progress and Award Examination Panel is satisfied that the student will be unlikely to be able to return to complete studies at a later date.
 - e) The student has indicated a willingness to accept the award.

Posthumous award

- 1.16 Posthumous awards may be made by the Progress and Award Examination Panel for undergraduate and taught postgraduate students on the recommendation of the Chair of the School Assessment Board and with the support of the external examiners and upon such evidence as the Panel requires.
- 1.17 Posthumous awards may be made by the Research Degrees Examination Panel for Professional Doctorate students and research degree candidates on the recommendation of the main supervisor and with the support of the School Research Lead and upon such evidence as the Panel requires.
- 1.18 Criteria for posthumous awards are not specified; each case is considered on its merits. The Progress and Award Examination Panel and Research Degrees Examination Panel have discretion to make the posthumous award for which the candidate was aiming irrespective of the point reached in the programme of study. It may be classified or an Aegrotat award.

Withholding and withdrawing awards

- 1.19 The University reserves the right to withhold and/or withdraw awards where individual students have not fulfilled all the requirements for award or are subsequently found not to have fulfilled the requirements, including where academic misconduct is proven following the conferral of an award.

Variations

- 1.20 Any change to these regulations needs the explicit approval of the Academic Board.
- 1.21 Any variation to these regulations for an individual student needs the prior express permission of the *relevant committee*.

Associated links: <https://www.yorks.ac.uk/policies-and-documents/regulations/>
<https://www.yorks.ac.uk/programme-specifications/>
<https://www.yorks.ac.uk/students/policies-and-documents/suspend-your-studies/>
<https://www.yorks.ac.uk/policies-and-documents/research/research-degrees/>

Version control statement

| Document property | Detail |
|-------------------------------|--------------------------------|
| Version: | 8 |
| Document title: | General Regulations for Awards |
| Author role and department: | Academic Registrar, Registry |
| Approved date: | 29 June 2022 |
| Approved by: | Academic Board |
| Equality analysis undertaken: | Not yet undertaken |

Amendments since approval

| Version | Detail of revision: | Date of revision: | Revision approved by: |
|---------|--|-------------------|-----------------------|
| 5 | Changes to committee names | 09/10/2019 | Academic Board |
| 6 | Addition of regulations relating to Sabbatical Officers | 20/04/2020 | Academic Board |
| 7 | Addition of LLM and EdD awards; clarification of award of posthumous degrees for research | 23/06/2021 | Academic Board |
| 8 | Clarification that the Professional Graduate Certificate in Education is an undergraduate award Minor update regarding aegrotat and posthumous awards | 29/06/2022 | Academic Board |