

## **Definitions**

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

## **General**

- 9.3 Deviations from the regulatory framework may be considered in exceptional circumstances.
- 9.4 The Vice Chancellor or their nominee may declare a university-wide or campus-specific emergency which will authorise the Emergency Regulations to be implemented for a prescribed period of time.
- 9.5 The Emergency Regulations provide a framework to allow progression and/or award where performance is prevented by acts or events which are beyond the control of the University.

### ***Marking during a university-wide or campus-specific emergency***

- 9.6 Where marking cannot be completed in accordance with the marking model assigned to a module, a School Quality Panel may, with the approval of the Chair or Deputy Chair of the Quality and Standards Committee, approve the use of an alternative marking model. This may include relaxing some of the rules contained within the marking models.
- 9.7 If external examiners are unable to fulfil their duties, the assessment process may proceed, with the approval of the Chair or Deputy Chair of the Quality and Standards Committee.
- 9.8 Where students are unable to be assessed in the original format, the School Quality Panel may approve alternative forms of assessment for this period only, provided it meets the requirements of the module (in terms of assessing learning outcomes), is achievable within the reporting timescale and is fair to students (no unfamiliar assessment instruments will be used). School Quality Panels may also modify the relative weighting of assessment components.
- 9.9 Where students are unable to be assessed in any format and/or results are unavailable for some or all students, School Assessment Boards may, if appropriate, recommend to progress students 'at risk' pending assessment and/or ratification at a later date, unless prohibited by a Professional, Statutory and Regulatory Body.

### ***School Assessment Boards during a university-wide or campus-specific emergency***

- 9.10 In the event that the School Assessment Panel is inquorate or unable to meet, module leaders will be asked to review mark sheets and provide written confirmation of:
- a) The accuracy of the mark lists.
  - b) That moderation has taken place according to agreed University processes.
  - c) That appropriate samples have been provided to external examiners.
  - d) The alternative assessment arrangements for resit assessment, where necessary, which have been approved by the School Quality Panel.
- 9.11 In the event that the School Assessment Board is inquorate or unable to meet, the Head of School, may review all mark profiles and evidence collated from the School Assessment Panel and confirm marks on behalf of the School.
- 9.12 In the event that the University Assessment Board is inquorate or unable to meet, the Chair, or Deputy Chair, Academic Registrar, and External Examiner for the University Assessment Board will be provided with the mark profiles for electronic scrutiny and approval.

- 9.13 Decisions may be made using the information available to School Assessment Panel, School Assessment Boards and the University Assessment Board at the time, however the decision could be reviewed if new information becomes available at a later stage which was not available at the time the original decision made.

***Research Degree consideration during a university-wide or campus-specific emergency***

- 9.14 Thesis submission deadlines and maximum duration of study may be extended to cover the period of the University-wide or campus-specific emergency by the School Postgraduate Research Lead and Chair of the Research Degrees Committee.
- 9.15 Variations to the Code of Practice for Research may be approved by the Chair of the Research Degrees Committee to enable oral examinations to be convened and conducted remotely.

***Awards during a University-wide or campus-specific emergency***

- 9.16 Regulations 2.53, 2.54, 3.43 and 3.44 will continue to apply in the event of a university-wide or campus-specific emergency. There will be no exemption to eligibility requirements for awards. Classification boundaries cannot be lowered, and exceptions cannot be made.

**Variations**

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

Associated links:	<a href="https://www.yorksj.ac.uk/policies-and-documents/regulations/">https://www.yorksj.ac.uk/policies-and-documents/regulations/</a> <a href="https://www.yorksj.ac.uk/programme-specifications/">https://www.yorksj.ac.uk/programme-specifications/</a> <a href="https://www.yorksj.ac.uk/policies-and-documents/research/research-degrees/">https://www.yorksj.ac.uk/policies-and-documents/research/research-degrees/</a>
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***Version control statement***

Document property	Detail
Version:	4
Document title:	Emergency Regulations for Award
Author role and department:	Academic Registrar, Registry
Approved date:	26 June 2024
Approved by:	Academic Board
Equality analysis undertaken:	Not yet undertaken

***Amendments since approval***

Version	Detail of revision:	Date of revision:	Revision approved by:
1	Initial version	24/06/2020	Academic Board
2	Minor amends. Reflect title change of Research Degree Sub-Committee to Research Degree Committee	23/06/2021	Academic Board
4	Reference to Progress and Award Examination Board updated for relevant replacement committee name.	26/06/2024	Academic Board