

Summary of changes to Academic Regulations and related Student Policies and Procedures (2024-25)

We have made some clarifications and changes to several of our academic regulations and related policies and procedures for the 2024-25 academic year.

Below is a summary of the changes we have made with direct links to the individual documents. You can find all our regulations, policies and procedures on our website at [Regulations and policies | University of Greenwich](#). This document will also be made available on the website.

Minor changes to wording and/or terminology that do not affect how the regulations, policy or procedure work in practice have not been included in this summary.

Unless otherwise stated, changes apply to all students (continuing and new) with effect from the 2024-25 academic year.

If you have a question about any of these changes, please contact regulations@gre.ac.uk or the GSU advice service at [Advice \(greenwichsu.co.uk\)](mailto:Advice@greenwichsu.co.uk).

1. [Academic Regulations for Taught Awards](#)

Section	Commentary
B9 – Academic Framework	<p>Amendment to B9.2 to clarify the maximum period student's can interrupt their programme of study and the addition of clarification for apprenticeship programmes.</p> <ul style="list-style-type: none"> a. This includes any formally approved periods of interrupted study (maximum 2 years) or repeat study. The period of registration will be adjusted on a pro-rata basis for direct entrants and students who change their mode of study. b. For apprenticeship programmes where students have the opportunity to interrupt their study they will have to re-join at the next available point based on the programme structure.
D5 – Gaining Credit and Progressing	<p>Amendment to section D5.7 following changes to the Extenuating Circumstances Policy and Procedure.</p> <p>D5.7 Coursework submitted, at first attempt, up to 2-calendar days after the official submission deadline will be accepted and the full mark awarded. Coursework submitted up to 14-calendar days after the official submission deadline will be accepted and marked and if it meets the criteria for a 'pass', the mark will be capped at the minimum pass mark for that item</p>

	<p>of assessment. This regulation does not apply to resit assessment submissions (see D8.3).</p> <p>Amendment to D5.10 and D5.11 to update the application of compensation:</p> <p>5.10 The Progression and Award Board will apply compensation at any point in time provided the maximum credits of compensation permitted per academic stage are not exceeded and the criteria under 5.11 are satisfied.</p> <p>5.11 In consideration of a student's profile, the Progression and award Board will apply compensation up to a maximum of 30 credits per stage of study where all the following apply:</p> <ul style="list-style-type: none"> • The work has been marked using a numerical scale (e.g. is not a pass/fail module) • The overall module grade is no more than 10-marks below the minimum module pass mark, which is 40% UG and 50% PG. • At the point compensation is applied all other modules completed have been passed. • A first resit opportunity has been offered, or the student can be awarded • The credit to be compensated is NOT the dissertation or major project piece of assessment, as identified by the Faculty.
D7 – Exit Awards	<p>Update to D7.1 to clarify Final Year Entry exit award:</p> <p>7.1 (b) Degree without honours to students who successfully complete 60-credits at Level 6 on a Final Year Entry undergraduate programme.</p> <p>Clarification to D7.3 regards transfer of programmes due to PSRB requirements:</p> <p>D.7.3 c Where a student is transferred to an alternative named award, due to PSRB requirements, they will be awarded with a Pass, Merit or Distinction as appropriate.</p>
D8 - Reassessment	<p>Addition of a new point 8.6</p> <p>D8.6 Where a student is required to undertake a resit assessment in the next academic session following an initial failed first attempt, the greater of the two marks obtained will be recorded to calculate the overall final module mark. Any required capping of marks will apply where applicable.</p>

	<p>Update for D8.15 to clarify Proceed Trailing Credit and the need to attend classes:</p> <p>D8.15 The failed module(s) (all or only failed components of assessment) will be taken alongside the full credit worth of modules in the next stage. The Progression and Award Board will record whether the expectation will be that the failed modules will be repeated with or without attendance.</p>
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2. [Academic Appeals \(Taught Awards\)](#)

Section	Commentary
1. Principles	1.5 has been clarified as to what happens in an instance where a disciplinary offence is considered as part of an Academic Appeal.
4. Grounds for Appeal	4.1 Extenuating Circumstances Clarification has been added to the information box relating to how we will not ordinarily consider appeals relating to ECs where the evidence provided as part of the appeal is for different circumstances than were originally claimed for.
5. How to Appeal	5.6 updated to allow appeals to be considered on information provided, rather than automatically withdrawn for a lack of evidence.
6. Initial Consideration of the Appeal	6.6 has been added to address situations where a student's appeal seeks to convert an accepted extension decision into a deferral.
9. Final Review Procedure	9.1 has clarified the point at which a student will be directed to the Office of the Independent Adjudicator rather than to the Final Review Procedure.

3. [Extenuating Circumstances Policy and Procedure](#)

Section	Commentary
5. EC Claim categories	5.2 Clarification added to better explain changing the type of EC sought after a claim has been accepted.
6. Supporting Evidence	6.1 Reworded to reflect introduction of self-certification 6.2 New section explaining how, when and for what, self-certification can be used.
7. Submitting a claim	7.2 Deadline to submit claim changed to 7 calendar days after the original deadline.

4. [Student Disciplinary Procedure](#)

Section	Commentary
6. Misconduct that is also a criminal offence	6.3 – Clarified that suspended custodial sentences can also be considered.
7. Precautionary action pending investigation	7.6 – modified internal timeline. 7.7 – modified internal timeline. 7.8 – modified internal timeline.

	7.9 – modified internal timeline.
9. Anonymity and witnesses	9.1 – clarified that consideration to a request to anonymity will also take into account if the request limits the actions available to the University. 9.4 – clarified internal processes for anonymity requests.
10. Future Conduct Agreement	Change of title of Section heading to Future Conduct Agreement.
11. Stage 0 – preliminary investigation	11.6 – clarification of requirement to advise Student Conduct of outcome.
12. Stage 1 – formal investigation	12.4 – clarified order of investigation. 12.7 – provided further guidance on when cases are escalated to University Disciplinary Committee. 12.11 – provided further guidance to investigators on what should be provided to Academic Registry when a referral is made to University Disciplinary Committee.
13. Stage 2 – University Disciplinary Committee	13.5 – clarified the email addresses Academic Registry will contact.
14. Appeals Procedure	Section updated to provide greater clarity as to when students' will be signposted to Final Review and when they will be signposted to the Office of the Independent Adjudicator.
Appendix A – Outcomes and Sanctions	Additional option for the investigator to impose conditions of behaviour as an outcome. Duplication of information available elsewhere was also removed.

5. [Student Complaints Procedure](#)

Section	Commentary
1. General Principles	1.5 – Clarified that all forms of harassment can be reported. 1.8 – Simplified the phrasing
2. Timescales for consideration of complaints	2.4 – Clarified the expectation for evidence to be provided.
3 Who does this procedure apply to?	3.4 – Clarified when we can accept complaints from a third party.
6. Stage 0 – Informal Consideration	6.1 & 6.2 – updated language to reflect move to 'local' consideration.
7. Stage 1 – Formal resolution	Clarification on how a complaint can be submitted and the University's consideration of it. The language has also been simplified and points of contact added.

8. Stage 2 – Review	8.4 Addition of an opportunity to resolve complaints at Stage 2 without the need for a Review Panel where appropriate.
9. Stage 2 Review Panel	Simplification of language throughout 9.9 & 9.10 review of timeframes for outcome to bring them in line with other procedures.

6. [Student Engagement Policy & Procedure](#)

Section	Commentary
Throughout	Update of terminology from “Non-Engagement” or “Engagement” to “Attendance” or “Non-Attendance” for greater clarity.
1. Introduction	Definitions - including specific definition for “Students on a Visa”
3. Key Principles	3.1 - Reference to recording of all timetable sessions and removal of reference to VLE attendance.
5. Measuring Attendance	Removal of separate sections for home and international student attendance to align measuring attendance weekly for both types of taught student (formally weekly for international students and fortnightly for home students)
5. Measuring Attendance	5.5 -5.7 - inclusion that students are responsible to attend the full length of the session and that if a student misses the attendance recording point of the session, they risk not having their attendance recorded. 5.23 - Students’ Union Officer holding a student visa will be monitored by meetings had with permanent Union staff and shared with the Head of Student Engagement and Success (or their nominee)
6. Fraudulent Recording or Submission of Attendance	New section. To highlight explicitly that to record attendance or support another to record attendance fraudulently could be considered a breach of the Student Disciplinary procedure (examples provided).
7. Escalation Procedure	7.1 - Section updated to explicitly name the escalation stage and add additional clarity regarding repeated patterns of non-attendance are identified that escalation to consideration of withdrawal can be actioned without progression to stage 2 or stage 3. Addition of table to demonstrate, included.
7. Escalation Procedure	7.27 - Students on a visa sub section included explaining additional considerations that students on a visa must adhere to in relation to continued sponsorship.
8. Appeals against Withdrawal	8.11 - Update of timescales for additional evidence, to be submitted within the 14-day appeal window

	8.14 - Update of timescales to illustrate that any exceptional extension to the 14-day appeal window includes the submission of evidence (i.e., any evidence not submitted within the extension cannot be considered)
9. Final Review Procedure following an Attendance Appeal	New Section. Added to align with other appeal processes.

7. [Final Review Policy and Procedure](#)

Section	Commentary
1. Principles	1.1 Inclusion of Attendance & Engagement appeals within the scope of Final Review.
2. Timescales	2.4 addition of timescale to set expectations.
4. Initial consideration	4.1d) – Clarified grounds for rejection to include out of time.

8. [Assessment & Feedback Policy](#)

Section	Commentary
Marking (para 22)	Amendment to seventeen days (from fifteen) following the introduction of grace periods.
Feedback (para 28)	Amendment to seventeen days (from fifteen) following the introduction of grace periods.
Moderator's Comments' Form (section 3)	Amendment to seventeen days (from fifteen) following the introduction of grace periods.
Appendix 4	Amendment to seventeen days (from fifteen) following the introduction of grace periods.

Update provided by:

University Quality Assurance Team & Academic Registry

October 2024