

## King's Business School Regulations 2019/20

Supplementary Academic Regulations for Taught Programmes (T) have been developed to provide the rules that govern the relationship between the university and students on the following programmes:

- BSc in Business Management (3 years)
- BSc in Economics and Management (3 years)
- BSc in Accounting and Finance (3 years)
- BSc in International Management (4 years)

These regulations replace the following Academic Regulations for Taught Programmes (T) (regulations and/or regulation appendices): T3, T6, T10, T21 & T30, and should be read in conjunction with the General Academic Regulations (G) and the remaining Academic Regulations for Taught Programmes (T).

### **KBS1 Modules**

- KBS1.1 All modules are required to have a published module specification, a credit level and credit value.
- KBS1.2 The majority of undergraduate modules in year one at level 4 have credit values of 10. Modules in years two and three will be in multiples of 15. Full details are included in the [programme specification](#).
- KBS1.3 Students must take 120 credits at level 4 in year one. For 3-year programmes, all level 4 modules are core and must be passed. Core modules cannot be condoned. For the BSc in International Management 105 credits at level 4 are core and must be passed. The remaining 15 credits can be condoned. Full details can be found in the [programme specification](#).
- KBS1.4 Students must take a minimum of 90 credits worth of discipline specific level 5 modules in year two. A further 30 credits at either level 5 or level 6 must be taken, as a minimum. Full details are contained in the [programme specification](#). Level 4 modules are not permitted in year two, unless taken on a paid for stand-alone basis. Such modules will not contribute to the degree algorithm.
- KBS1.5 Students must take a minimum of 90 credits worth of discipline specific level 6 modules in year three. A further 30 credits at either level 5 or 6 must be taken, as a minimum. Full details are contained in the [programme specification](#). Level 4 modules are not permitted in year three, unless taken on a paid for stand-alone basis. Such modules will not contribute to the degree algorithm.

- KBS1.6 In the King's First Year, students will not be expected to take additional credits as part of their programme. However, in exceptional circumstances and with the agreement of the Programme Director, it may be possible for a student to take additional level 4 modules on condition that in doing so the student's major discipline is not compromised. Any additional level 4 modules taken under these conditions will not contribute to the maximum number of additional credits permitted overall, which will remain at 30.
- KBS1.7 Unless the [programme specification](#) states otherwise, and with the permission of the Programme Director, students are permitted to take up to 30 additional credits at level 5 and above as part of their programme. All credits taken at level 5 and above from year two onwards, including additional credits up to the maximum permitted, will be included in the degree algorithm.
- KBS1.8 Students can take further modules if they wish, over and above those specified above, and including additional level 4 modules. However, such modules must be taken on a paid for stand-alone basis and will not contribute to the degree algorithm.
- KBS1.9 Students will not be able to later substitute modules taken on a standalone basis for any taken as part of their degree programme. All modules will appear on their transcript.
- KBS2 Progression**
- KBS2.1 Progression requirements apply and deviations from or additions to minimum progression requirements are detailed in [programme specifications](#).
- KBS2.2 The minimum progression requirements for students enrolled on a full-time basis are as follows (pro rata for part-time students):
- a) Year 1 to Year 2: 120 credits for 3-year programmes or 105 credits for the BSc in International Management, excluding condoned modules.
  - b) Year 2 to Year 3: 210 credits, excluding condoned modules
- KBS2.3 In year one, students must engage with all modules and must achieve a pass mark in all core modules. For students on the BSc in International Management, once a student passes all non-condonable modules to the value of 105 credits, they will be awarded 120 credits and will be able to progress to year two, on condition that they have attempted the assessment for the remaining 15 credit module.
- KBS2.4 To progress from year two to year three students must achieve a minimum of 210 credits, with 120 of those credits having been achieved at level 4 in year one.
- KBS2.5 Students who defer between 15-30 credits will be able to progress on condition they achieve a pass mark in the remaining 90 credits taken that year.

- KBS2.6 Students in this position will be offered replacement assessments at the earliest opportunity and will not normally be expected to carry deferrals into the following calendar year.
- KBS2.7 Progression will only be permitted if it remains possible for a student to obtain the minimum number of credits required for their intended award. Students will not be permitted to progress beyond year two, or enrol on further modules, if they have 45 condoned credits at level 5 or above and have a further failed module.
- KBS2.8 Students will be offered a single resit opportunity in failed core modules that do not allow for condonement, however, resit opportunities will not normally be offered in condonable modules.

### **KBS3 Condonement**

- KBS3.1 Credit can be awarded for condoned fails where permitted by the [programme specification](#).
- KBS3.2 The overall credit volume of condoned fails permitted on a three-year programme will not exceed 45, across levels 5 & 6<sup>i</sup>.
- KBS3.3 At levels 5 & 6, condonement will be granted after the first attempt, where students have achieved a mark between 1-39 in a condonable module. Students can opt to resit if they wish, and if successful will achieve a capped pass mark of 40. Students will be granted a single resit opportunity for each module.
- KBS3.4 Qualifying marks may be applied to components of condonable modules if required, to ensure that key learning outcomes are met. Details will be contained in the [programme specifications](#).
- KBS3.5 Students with a mark of zero due to non-attendance at the examination or non-engagement with the assessment will fail the module overall and will be granted one resit opportunity.
- KBS3.6 Once a module has been condoned, a student cannot elect to resit at a later stage. Once 45 credits have been condoned at level 5 or above, no further condonement opportunities will be available, and upon failing a further module a student will be considered for an exit award. Students who have reached their limit of condoned module credits will not be able to register on further modules to achieve a better exit award.

### **KBS4 Reassessment**

- KBS4.1 For failed assessment, one reassessment may be permitted. The final module mark following reassessment will be capped at the pass mark.
- KBS4.2 Students who have failed a non-core module within the condonable range but who have met the requirements for award should normally be classified and no reassessment offered.

- KBS4.3 Students will be offered a single resit opportunity in failed core modules for which condonement is not permitted, however, resit opportunities will not normally be offered in condonable modules.
- KBS4.4 Where a student fails an assessment and is permitted reassessment, the Assessment Sub Board will determine whether the student is required to sit the assessment with or without further attendance.
- KBS4.5 When a student is reassessed in an element of assessment, in no case shall the final module mark be higher than the pass mark. Where the student fails to achieve a pass level for reassessment, the highest mark of any attempt will be recorded.
- KBS4.6 The individual assessment marks will be recorded uncapped on the student administration system, but the overall module mark will be capped.
- KBS4.7 Where a module is assessed by more than one element of assessment and the module/[programme specifications](#) do not specify a qualifying mark or core competency for any individual element of assessment, then a student will be deemed to have achieved the learning outcomes of the module if they gain the relevant pass mark in the aggregate mark for the module.
- KBS4.8 In cases where a student fails to gain the relevant aggregate pass mark in a module at the first attempt, the module/[programme specification](#) will stipulate how the student is to be reassessed to determine whether the learning outcomes of the module have been achieved, taking into consideration that the final module mark will be capped at the relevant pass mark.
- KBS4.9 Where a student fails a module with a mark of zero, a Programme Director may permit a student to register for a substitute module, subject to provision within the [programme specification](#).
- KBS4.10 A second attempt at summative assessment shall be held prior to the start of the next academic session. Formal written examinations following failure in examinations held during Examination Period One or during Examination Period Two will take place during Examination Period Three.
- KBS4.11 Where an Assessment Sub Board determines that a student may not be permitted a further attempt at an examination, and where this decision would prevent a student from completing their programme of study, the student's registration will be terminated. The Assessment Sub Board will consider the student for any exit award for which they may be eligible.

## KBS5 Award

- KBS5.1 To be considered for award a student must:
- achieve between 360 and 390 credits
  - achieve no more than 120 credits at level 4

- pass, with a mark of 40 or greater, a minimum of 90 credits at level 5 in year two
- pass, with a mark of 40 or greater, a minimum of 90 credits at level 6 in year three

- KBS5.2 The marks from modules taken in the King's First Year will not be used to calculate the final degree award. Only the marks achieved from modules taken in year two and above will be included.
- KBS5.3 A weighting of 0:2:3 will be applied to the following three-year degrees:
- BSc in Business Management
  - BSc in Economics and Management
  - BSc in Accounting & Finance.
- KBS5.4 A weighting of 0:2:0:3 will be applied to the following four-year degree:
- BSc in International Management.
- KBS5.5 For students on a three-year degree who study abroad in year two, the final degree award will be calculated based on the final year marks only.
- KBS5.6 Module weighting will apply to the year of the initial registration on the module, rather than to the module level.
- KBS5.7 Module levels will normally be aligned to the year of study. Exceptions may apply to optional modules and will be specified in the [programme specification](#).
- KBS5.8 Module marks will not be dropped from the algorithm, and the marks from all modules taken from year two onwards will be included. This will include any modules taken over and above the minimum required for award, up to the maximum permitted.
- KBS5.9 The overall volume of condoned modules permitted on all programmes will not exceed 45 credits, across levels 5 & 6.
- KBS5.10 For students who achieve a minimum of an overall pass and who fall within 2 per cent of a higher classification, an upgrade will be applied automatically on condition the student obtains 60 credits or more at level 6 in a higher range in their final year.

Approved: CEC July 2019

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<sup>i</sup> On 8/3/22, an exemption was approved by the Vice-Principal (Education) to amend the KBS Supplementary Regulations to allow the total condonement credit volume to be set at 45, rather than 30. This rule to be applied retrospectively to the beginning of the academic year 2019/20.