

General Level 3 De Montfort University International College (DMUIC) Academic Regulations

202 /2  
Academic Year

1 REGISTRATION ON LEVEL 3 PROGRAMMES

1.1 Programme and modules

International Incorporated Bachelor's (IIB) (International Year Zero (IYZ))

A student will register on the programme which is integrated into a named Bachelors award and which may lead to the award of institutional credits for students leaving their target qualification before continuing onto a Bachelor's degree. The various routes in the programme are listed below:

Art and Design  
Business and Law  
Life Sciences  
Engineering and Computing  
Media  
Pharmacy

International Foundation Certificate (IFC)

A student will register on the programme which is a standalone award and which may lead to the award of institutional credits for students leaving their target qualification before progressing onto a Bachelor's degree. The various routes in the programme are listed below:

Art and Design  
Business and Law  
Life Sciences  
Engineering and Computing  
Media  
Pharmacy

Integrated Year Zero (YZ)

A student will register on the programme which is integrated into a named Bachelors award and which may lead to the award of

- x Supportive: assisting students to prepare appropriately for the demands of undergraduate study in the UK context
- x Compensatory: allowing students to improve on areas of weakness in order to match De Montfort University standards for entry to studies at level 4
- x Confirmatory: helping students determine that the specialised areas they wish to pursue through their undergraduate study is appropriate to them
- x Challenging: taking students beyond the familiar environment of their previous studies.

## 1.2 Credit accumulation and award

A student is awarded credit on achieving at least the minimum pass mark of 40% in the module. Module LIPCF031 has a minimum progression mark threshold of 60% for students that are progressing onto BSc (Hons) Mathematics at De Montfort University. Modules DMUICF025 Chemistry and DMUICF026 have a minimum pass mark of 65% for students continuing onto the MPharm (Hons) programme at De Montfort University. The module mark is obtained by combining module component marks. The module mark will be an integer, with 0.5 and above being rounded upwards. Module credits contribute to the award of credits, and a student must achieve 120 level 3 credits, at the required level, in order to continue onto De Montfort University.

## 1.3 Credit accumulation and compensation

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## 1.8 Change of programme

A student may change his/her programme provided that the change is completed normally by the end of the second week of teaching and exceptionally by the end of the fourth week of teaching. All programme changes must be agreed by the DMUIC College Director or nominee.

## 1.9 Interruption of studies

Where a student is prevented from continuing his/her studies for ill-health or other legitimate cause, the student must apply to the appropriate member of staff for his/her studies to be interrupted. An interruption of no more than one year can be granted in the first instance. Any such interruption contributes towards the student's maximum period of registration (see 1.7 above). When a student returns from a period of interruption of studies s/he will be subject to the same conditions as a new entrant.

70-79%	<ul style="list-style-type: none"> <li>x Responds to all of the assessment criteria for the task.</li> <li>x An extremely, well developed response showing clear knowledge and the ability to interpret and/or apply that knowledge.</li> <li>x An authoritative grasp of the subject, significant originality and insight,</li> <li>x Significant evidence of ability to sustain an argument, to think analytically, critically and/or creatively and to synthesise material.</li> <li>x Evidence of extensive study, appropriate to task.</li> </ul>
60-69%	<ul style="list-style-type: none"> <li>x Responds to most of the assessment criteria for the task.</li> <li>x A detailed response demonstrating a thorough grasp of theory, understanding of concepts, principles, methodology and content.</li> <li>x Clear evidence of insight and critical judgement in selecting, ordering and analysing content.</li> <li>x Demonstrates ability to synthesise material, to construct responses and dem</li> </ul>

	<ul style="list-style-type: none"><li>x Displays only isolated or no knowledge and/or other skills appropriate to the task.</li><li>x Little adherence to the task.</li></ul>
0-9%	<ul style="list-style-type: none"><li>x Overall insufficient response to the assessment criteria.</li><li>x</li></ul>

students, as they become available, in accordance with protocols approved by Student and Academic Services.

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The policy on feedback of assessment results to students is set out below.

Formal results will be released to students following consideration of the results at the Assessment Board and after all results have been provided for formal scrutiny including moderation and consideration by an External Examiner where appropriate.

Members of academic staff may provide feedback to students on a one-to-one basis including an indicative mark for coursework assessments, subject to the following caveats:

- x Members of academic staff may only release these results as part of the process of providing formative feedback to help students identify strengths and weaknesses iaton by an oli



#### 2.14 Failure or incomplete assessments in exceptional or prolonged circumstances

The deferral of assessments as outlined in these regulations is not an appropriate measure in respect of permanent or long-term conditions. Students with such illnesses or disabilities should contact the DMUIC College Director for advice, which may include some special arrangements in examinations or an interruption of studies.

A student who fails to submit work for assessment or attend examinations shall be deemed to have failed the assessments concerned. However, if the Assessment Board is satisfied that the student has exceptional extenuating circumstances which are not amenable to resolution, it may choose to assign marks to individual modules. In doing so, the board may assess the student by whatever means it considers appropriate, for example by oral examination.

### 3 AWARD REGULATIONS

#### 3.1 Minimum requirements for the award of the IYZ, IFC and YZ

To be awarded institutional undergraduate credits a student must have achieved 120 credits, normally at level 3, including a maximum of 36 compensated credits.

#### 3.2 Recognition of Prior Learning (RPL)

RPL may only be applied to the English for Academic Purposes module and in the context of a Two Term delivery model of the IYZ Business & Law and IYZ Engineering & Computing. The RPL must be applied for at application stage for the 2 Term Programmes, and cannot be granted retrospectively once a 3 Term Programme has commenced. RPL will be awarded at the discretion of Oxford International / DMU Admissions Departments upon receipt of the required academic evidence during the application process for the 2 Term IYZ programmes.

#### 3.3 Award title

A student's award title will be determined by the programme studied, for example, International Year Zero in Art and Design or International Foundation Certificate in Business and Law.





leaders are able to put students in touch with counsellors, welfare officers and others in Student and Academic Services who should be able to provide specialist help and advice as appropriate.

Students will be referred to the DMUIC College Director if they have queries which cannot be dealt with by their programme leader. Students considering changing the emphasis of their programme or considering withdrawing from the University, should discuss such possibilities with their programme leader in the first instance.

## 5.2 Other guidance and support for students

Support for the development of study, writing and maths skills is available for all students. Student and Academic Services provide advice on careers, welfare and personal finance

- (f) Making decisions regarding the suspension or termination of registration of students who do not meet continuation and award requirements.

### 5.3.3 Conflicts of interest

If a member of the Assessment Board is aware of any potential conflict of interest, for example being related to or a close friend of a student under consideration, this must be declared and recorded in the minutes of the meeting, and the member of the board will not take part in any discussion covering the areas or student(s) concerned. At the discretion of the Chair the member concerned may be permitted to remain in attendance for the duration of these discussions and invited to respond to queries of a factual nature relating to them.

### 5.3.4 Constitution

Chair (Academic Lead for DMUIC)  
Deputy Chair (Designated Link Tutor)  
[External Examiner\(s\)](#)