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**Composite Marks & Standards for the following Programmes developed and delivered jointly by NUI Galway and IT Sligo:**

* Certificate in Science in Medical Technology Regulatory Affairs (Level 9; 30 ECTS)
* Post Graduate Diploma in Medical Technology Regulatory Affairs (Level 9; 60ECTS)
* MSc in Medical Technology Regulatory Affairs (Level 9; 90 ECTS)

**Document Status:**

**1. Introduction**

These composite regulations apply to the above listed post-graduateprogrammes which **must be complied with** unless otherwise provided as per section 9 below. Students must also refer to the specific College programme regulations and requirements. These programmes form part of a collaboration agreement between NUI Galway (‘the University’) and the Institute of Technology Sligo (‘IT Sligo’) for the purpose of developing and delivering these level 9 programmes in partnership with the medical device industry (IMDA – Irish Medical Device Association).

These regulations are approved by NUI Galway University’s Academic Council and are regulated and reviewed by the Academic Council’s Standing Committee, following prior consideration by the Academic Regulations Committee. The regulations are also approved by the relevant IT Sligo Academic Review Bodies.

**2. Programme Curricula**

The University’s programmes are organised in accordance with the European Credit Transfer System (ECTS). **Programmes** of study are organised into specific units of study called **Modules**. Each Module is a unit of teaching and learning formally offered within the University, and carrying credit expressed as a number of credit points in accordance with the European Credit Transfer System.

A programme has a prescribed aggregate credit value in accordance with the Level of Study as set-out in Ireland’s National Framework for Qualifications, NFQ. Programmes have prescribed Learning Outcomes for each module and for the overall programme.

**Module Descriptions and Weightings.**

**3. Module Descriptions**

**Module Descriptions** will be specified in the University’s central **Module Repository** (or “Module Manager” System) and be set out in the **Programme Descriptions and Regulations** for each College’s programmes. **Module Descriptions** will also be specified in IT Sligo’s Module Manager System and be set out in the relevant **Programme Descriptions and Regulations** for IT Sligo.

**Individual modules will have an ECTS credit weighting of 5 ECTS, but may be expressed in whole multiples of 5 ECTS where good academic practice requires larger units of study.**

Credit is awarded to students who obtain a minimum of 40% on a module (see also provisions on compensation at 5.5 below).

**4. Arrangements for Assessment and Formal Examination**

The University’s and IT Sligo’s standard examination periods for Taught Postgraduate Programmes are as follows:

• End of Semester 1

• End of Semester 2

• August, in respect of programmes provided over 3 semesters and ending in August

• Repeat (of Semester 1 and 2) Examinations (August).

The holding of examinations outside of these periods requires the prior approval of the Academic Regulations Committee.

Repeat examinations will be held for all programmes and modules unless the prior approval of the Academic Regulations Committee for repeat examinations not to be held is given. Repeat examinations for modules examined in Semester 1 and Semester 2 will be held in August. Repeat examinations for modules examined in August will not be held until the following August.

Modules may be assessed in any combination of formal examinations, minor dissertation, assignments, projects, essays, papers, reports, presentations & debates, locally set exercises, laboratory or field-work, or other experiential learning.

Where modules are examined by means of a **formal examination** paper administered by the University’s or IT Sligo’s Examinations Office and timetabled centrally, the examination will be of standard **two hours duration**. Where a module weighting is greater than 5 ECTS, the formal examination may be broken into a number of 2 hour papers or one 2 hour paper and alternate assessment methods (e.g. a 10 credit module might attract two 2 hour examinations). In exceptional circumstances, where robust academic assessment reasons require longer examinations, 3-hour (or longer) examinations may be facilitated. Approval for such arrangements will require the prior approval of the Academic Regulations Committee.

**5. Time Limit for Completion of Programmes**

Colleges will set out in Programme Regulations the time-limit within which Postgraduate Taught Masters Degree, Postgraduate Diploma, Higher Diploma, Professional Diploma and Postgraduate Certificate (Fulltime and Part-time**)** programmes must be completed. Credit gained for particular modules will lapse at the end of the prescribed time-limit period unless the College provides otherwise.

**6. Passing and Progression**

The Examination Board is the formal examination authority for each College and examination session. Chaired by the Dean, the Board is made-up of academic staff members of the College and external examiners from the relevant disciplines, or from the Colleges responsible for multi-College programmes. Only decisions approved by the Examinations Board will be formally recognised as official University examination results, relating to Passing, Progression, Determination of Honours, and Granting of Deferrals.

**Examination Boards will be held on completion of a programme and at the end of each programme year**. The Examination Board held on completion of the programme will determine the overall result and will apply compensation provisions. The Examination Board held at the end of a programme year will determine eligibility to proceed to the next programme year.

For the programmes of study associated with this University / IT Sligo collaboration it is proposed that a joint Programme and Awards Board meeting takes place to review student marks at either college or on an annual alternating basis at each other’s location. Online virtual participation for these board meetings may also be feasible between both colleges.

For the joint University/IT Sligo Awards the students’ overall award mark will be calculated as the aggregate of the marks achieved for modules undertaken at each college based upon the relative credit weightings for each module.

**6.1. Progression**

Where a programme is taught over more than one year there will be a requirement that the previous year be satisfactorily completed before the student registers for a subsequent year.

**6.2. Passing**

**The pass mark on all modules is 40%.** Where different components of assessment (course work, laboratory work, continuous assessment, final assessment, etc.) within a module contribute to the final grade, it shall **not normally** be a requirement that any one of these components be separately passed. Only an overall mark for the module will be returned. Marks will not be returned for components of a module.

**A mark of ‘Incomplete’ must be returned to the Examinations Office where there is a requirement that an element(s) of a module be passed and that element(s) is not passed. A student is required to retake all elements of an incomplete module** unless the relevant College provides by regulation that students be exempt from retaking specific components.

College level provisions should be the same across all programmes and modules in a College.

**6.3. Carrying Forward Marks**

A student will be given credit for modules passed and will not have to represent for examination in any module in which a minimum mark of 40% has been returned within the time limit set out in regulations for the successful completion of the programme (see section 5 above).

**6.4. Material Assessed at Repeat Examinations**

Marks for components of a module (i.e. sub-module assessment elements) from previous attempt(s) do not carry forward from one assessment to the next unless the relevant College has made provision to exempt a student from retaking specific components for academic reasons.

 **6.5. Compensation Provision for Programmes of One Year Duration**

Compensation will only be applied in cases where its application enables the student to successfully complete the programme as a whole.

The pass standard for a Module is 40%. However, a student with marks of less than 40% in one or more modules will be deemed to have passed the programme provided

• the aggregate mark for all modules is at least 40% **and**

• the mark in every module is 35% or more **and**

• the module(s) with marks in the range 35-39% total:

* not more than 5 ECTS in the case of programmes with an ECTS weighting of 30 – 55
* not more than10 ECTS in the case of programmes with an ECTS weighting in the range 60 - 85
* not more than 15 ECTS in the case of programmes with an ECTS weighting of 90 or above.

**Note:** compensation provision will not apply in the case of programmes with an ECTS weighting of less than 30.

The carrying forward of marks does not invalidate the potential for compensation provision.

Where a module has been passed by compensation the mark for the module will appear on transcripts with a grade of Pass by Compensation.

**6.6 Compensation Provision for Programmes of More than One Year Duration.**

In the case of programmes of more than one year duration compensation will be applied, provided the following criteria are met.

The pass standard for a Module is 40%. However, a student with marks of less than 40% in one or more modules will be deemed to have passed the stage (year) of the programme provided:

• the aggregate mark for all modules is at least 40% **and**

• the mark in every module is 35% or more **and**

• the module(s) with marks in the range 35-39% total:

* not more than 5 ECTS in the case of programmes with an ECTS weighting of 30 – 55 for the stage (year).
* not more than10 ECTS in the case of programmes with an ECTS weighting in the range 60 – 85 for the stage (year).

Compensation is only applied when the overall mark is being calculated at the completion of a stage (year). If, after the end of year Examination Board (June) for first sitting of examinations results (i.e. Semester 1 and Semester 2 examinations), a student has marks in the range 35-39% in excess of the permitted compensation provision ECTS for that stage (year) of the programme, as outlined in bullet points 1-2 above, he/she will be required to re-sit all modules with a mark of less than 40% at the second sitting examinations (i.e. August repeat examinations).

In some programmes, Compensation may not be allowed in core or mandatory prescribed modules or groups of modules, as to do so would undermine the achievement of the learning outcomes for the Programme. These specific regulations will be set-out in the College’s **Programme Descriptions and Regulations** for the relevant degree programmes.

**6.7. Capping of Examination Marks**

The marks at a repeat or deferred examination will not be capped **unless a cap has been recommended by the University’s Examination Security Group**.

**7. Award of Honours**

Honours are awarded only on completion of the programme according to the following scheme:

* H1 - 70% on the aggregate
* H2.1 - 60% on the aggregate
* H2.2 - 50% on the aggregate
* H3 - 40% on the aggregate

Note (1): Honours are awarded only on the aggregate performance at an Examination as a whole. Honours are not awarded on the basis of results obtained in individual modules.

Note (2): Credit awarded on the basis of a prior award or on the basis of Recognition of Prior Learning (RPL) will be grade neutral and will not be taken into account in the calculation of honours.

**8. Deferral Provision**

Application for permission to defer taking a module or modules to a subsequent examination session must be made in accordance with the Deferral Application Procedures of the University.

<http://www.nuigalway.ie/exams/deferral.html>

**9. Transcripts**

Student transcripts will include details of all modules for which a mark has been entered. The Programme Honours Standard reported will be as for the grade bands set in 6 above. The only additional or alternative annotations will be:

• Exempt

• Absent

• Pass

• Pass by Compensation

• Deferred

• Incomplete

• Audit

• Fail

For the joint NUI Galway/IT Sligo programmes a composite transcript of marks will be agreed and issued to each student.

**10. Dealing with Exceptions or Deviations**

Only in exceptional circumstances will deviations be permitted from these regulations. A **structural deviation** is a significant and permanent change to these regulations which might be authorised for one or more programmes. Where a **structural deviation** is required for sound academic purposes, application must be made to the Academic Regulations Committee of Academic Council’s Standing Committee, which shall recommend to Academic Council Standing Committee in the matter of applications received. A **concession** is the granting of explicit permission by the Standing Committee, following consideration and recommendation by the Academic Regulations Committee, to permit the deviation of a programme of study from these prescribed regulations. A **concession** may be required in occasional circumstances and will be a matter for Academic Council Standing Committee, following consideration and recommendation by the Academic Regulations Committee.

**11. External Examiners.**

External examiners will be jointly appointed by both NUI Galway and IT Sligo and will report to both colleges. In addition external examiner feedback reports will be reviewed by both colleges on an ongoing basis.