

Education Committee

Approved by the chair of the Taught Degrees Panel of Education Committee on 22 September 2017

General Regulations for Undergraduate Certificates (Continuing Education)

Brief note about nature of change: provision to allow the award of merit and distinction

Location of change

In *Examination Regulations 2017*, <http://www.admin.ox.ac.uk/examregs/2017-18/grfuc-ceduc/>

Effective date

For all students on course from MT 2017

For first examination from 2017-18

Detail of change

Amend the regulation as indicated, next text underlined, deleted text struck through:

1. The Continuing Education Board shall have the power to grant Certificates to candidates who have satisfied the conditions prescribed in this section and any further conditions which the board may prescribe by regulation.
2. The examination for each Certificate shall be under the supervision of the Continuing Education Board, which shall have power, subject to the approval of the Education Committee, to make regulations governing the examination.
3. Candidates, whether members of the University or not, may be admitted as students for an Undergraduate Certificate under such conditions as the board shall prescribe, provided that before admission to a course of study approved by the board, candidates shall have satisfied the board that they have appropriate educational experience acceptable to the board, and are well-equipped to enter the proposed course of study.
4. Any person who has been accepted as a candidate for an Undergraduate Certificate and who has satisfactorily pursued a course, the character and length of which have been approved by the board, may be admitted to the examination.

5. If, for good cause, a student is temporarily unable to carry out ~~his or her~~ their coursework or examination the Continuing Education Board may grant ~~his or her~~ their request for a temporary suspension of status. Applications for suspension of status should be made to the board, c/o the Registry; and should be accompanied by a statement of support from the relevant course director. No student may be granted more than the number of terms' or years' suspension of status set out below.

<i>Duration of Programme</i>	<i>Maximum Time Permitted</i>	<i>Maximum Suspensions Permitted</i>
<i>3 Terms / 1 Year</i>	<i>6 Terms / 2 Years</i>	<i>3 Terms / 1 Year</i>
<i>6 Terms / 2 Years</i>	<i>12 Terms / 4 Years</i>	<i>6 Terms / 2 Years</i>

6. A student shall cease to hold the status of Student for the Award through failure to meet the requirements laid down in the regulations governing that award including failure to meet the requirements within the maximum terms or years permitted for completion.

7. A student who has withdrawn or who has been withdrawn may apply for reinstatement to ~~his or her~~ their former status on the Register within two years of ~~his or her~~ their status ceasing. Such applications shall be addressed by the former student to the Continuing Education Board, and shall be accompanied by written statements commenting on the application from the course director. The board shall reach a decision on such applications and shall determine the date from which any reinstatement granted under these provisions shall be effective. No reinstatement may be granted under these provisions if the student has held the relevant status for the maximum number of terms or years allowed under the regulations governing that status.

8. The examiners may award a merit for work of particularly high quality in the whole examination or a distinction for excellence in the whole examination.

Explanatory Notes

At its meeting on 6 June 2017, the Taught Degrees Panel of Education Committee approved proposals for the award of merit for all undergraduate certificates and diplomas in the Department for Continuing Education. It has been agreed that provisions for the award of merit and distinction should be given in general regulations rather than special subject regulations. This change gives effect to these decisions.

The opportunity has also been taken to remove binary gender references.