

EdC(MT21)102/
EdC(HT22)008

Education Committee

Programme approved at the week 8 Michaelmas term 2021 meeting

Detailed regulations approved by officers on behalf of Education Committee on 12 July 2023

Title of Programme/ Name of Regulation

General Regulations for the Foundation Year Certificate of Higher Education

Brief note about nature of change: Introduction of new programme and award

Location of change

In *Examination Regulations 2022* before the **General Regulations for Examinations for Diplomas and Certificates Open to Non-Members of the University**

Effective date

For students starting from MT 2023

For first examination from 2023-24

Detail of change

Insert the following text:

Responsible body

1. The Foundation Year Steering Group shall be responsible for running and managing the Foundation Year programme.
2. The examination for each Certificate shall be under the supervision of the Foundation Year Steering Group which shall have power, subject to the approval of the Education Committee, to make regulations governing the examination.

Length of programme and mode of study

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3. Students are required to keep statutory residence and to follow a course of study on a full-time basis for three terms.

4. The subject streams available are:

- Chemistry
- Engineering
- Materials Science
- Classics
- Classics & English
- English
- History
- Theology
- Law
- Philosophy, Politics, and Economics

Completion and progression requirements

5. A candidate must pass all of the module assessments as specified in the relevant subject regulations in order to be awarded a Certificate of Higher Education (CertHE).

6. Students who successfully complete the requirements for the Certificate and achieve an overall mark of at least 60 will meet the conditions for entry to the first year of the related undergraduate degree programme subject to the special provisions for progression for the Philosophy, Politics, and Economics subject stream.

7. Students who successfully complete the requirements of the foundation year but do not meet the progression requirements for entry to the related undergraduate degree programme or who meet the requirements for progression but decide not to continue to the related undergraduate degree programme will cease to hold the status of Student for the CertHE.

Reassessment provisions

8. A candidate who has failed to satisfy the examiners in any of the assessments for the Examination may enter again for those assessments that have been failed on one, but not more than one, subsequent occasion. This reassessment attempt shall be taken at the next available opportunity, but may be deferred once, i.e. it must be taken at one of the next two opportunities. No candidate may enter again for any assessments that they have passed. No candidate who has satisfied the examiners in the Examination may enter again for the same Examination.

Changes in circumstances, suspension of studies and reinstatement

9. If a student is temporarily unable to carry out their studies, the student's college may grant their request for a temporary suspension of status. The college will consult the Foundation Year Steering Group before approving the period of suspension. No student may be granted more than three terms of suspension of status.

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10. A candidate for the certificate entering for assessment within three terms of the term in which they were originally due to be examined, shall be entitled to be examined in accordance with the regulations pertaining to the original examination, if they so wish.

11. A candidate for the certificate entering for assessment four or more terms after the term in which they were originally due to be examined shall normally be examined in accordance with the current regulations.

12. A student shall cease to hold the status of Student for the CertHE through failure to meet the requirements laid down in these regulations or in the relevant subject regulations including failure to meet the requirements within two years of commencing study for the award (excluding any period of suspension).

13. A student who has withdrawn or who has been withdrawn may not apply for reinstatement to their former status on the Register.

14. A student who meets the requirements for continuation to the related undergraduate degree programme who decides not to continue to that related programme in the year immediately following completion of the CertHE may be readmitted to the related undergraduate degree with permission of the college.

Explanatory Notes

The establishment of the Foundation Oxford programme was approved by Council as part of the University's commitments set out in its Access and Participation Plan (APP). The programme opened for applications in September 2022 with the first students starting in October 2023. Upon successful completion of the Foundation year courses, students will be awarded a CertHE and subject to meeting the progression criteria, will proceed to the first year of the appropriate undergraduate degree programme at the University of Oxford that formed part of their offer.

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