

## 7. Marking and grading system

The common result grades used in the University are set out in part 3 of the Academic Board's policy on Assessment and Examination of Coursework. The following information provides details, and additional commentary, particular to the Faculty of Health Sciences.

CODE	RESULT NAME	COMMENT
HD	High Distinction	Indicates an outstanding level of achievement
D	Distinction	Indicates an excellent level of achievement
CR	Credit	Indicates an above average level of achievement
P	Pass	Indicates an acceptable level of achievement
R	Satisfied requirements	<ul style="list-style-type: none"> <li>▪ This is used in pass/fail only outcomes</li> <li>▪ Can be awarded for clinical or group work</li> <li>▪ Can be awarded when a student is given partial exemption in a unit of study. In this case a mark may or may not be given</li> <li>▪ For Research Thesis for PhD &amp; HScD</li> </ul>
AS	Advanced Standing	Indicates the awarding of credit in the unit of study
UCN	Unit of study continuing	<ul style="list-style-type: none"> <li>▪ Used at the end of a semester for units of study which have been approved by the Head of School to extend into the following semester. This will automatically flag that no final result is due until the end of the last semester of the unit of study</li> <li>▪ This could be used in clinical units of study which are conducted out of semester time or for distance mode units in which difficulties with access to teaching and learning resources have occurred</li> <li>▪ To be used when a research thesis has been submitted</li> </ul>

		for examination and during the examination process, until a final result is resolved
PCON	Pass (Concessional)	<p><b>University Policy</b></p> <ul style="list-style-type: none"> <li>▪ Use of this grade is restricted to those courses which allow for a Concessional Pass of some kind to be awarded;</li> <li>▪ A student may re-enrol in a unit of study for which the result was PCON; and</li> <li>▪ No more than 10% of total credit points for a course can be made up from PCON results.</li> </ul> <p><b>Faculty Procedure</b></p> <ul style="list-style-type: none"> <li>• The PCON grade may only be awarded in a Unit of Study where the awarding of such a grade is well-defined and transparently explained to students in terms of performance within that Unit of Study and preferably in the context of standards-referenced assessment for all grades.</li> <li>• If more than one PCON is awarded and/or the student has a Fail in another Unit of Study in the same semester, then all PCONS revert to Fails in that semester.</li> <li>• When PCON grades are converted to fail grades in accordance with these procedures, such conversion is implemented by Student Services before results are released to students and does not require the manual intervention or approval of academic staff.</li> <li>• Student Services would be requested to provide a report to schools of grades that have been converted as a result of this policy.</li> </ul> <p><b>Monitoring</b></p>

		<p>Results awarded to individual students are monitored by computer software that generates :-</p> <ul style="list-style-type: none"> <li>▪ poor performance records for each semester;</li> <li>▪ a cumulative record of PCON results expressed as a percentage of accumulated credit points up to the end of each semester; and</li> <li>▪ a report when the maximum number of PCON results have been awarded.</li> </ul>
INC	Incomplete no mark	<ul style="list-style-type: none"> <li>▪ This result is used when examiners have grounds (such as illness or misadventure) for seeking further information or for considering additional work from the student before confirming the final result</li> <li>▪ Except in special circumstances approved by Academic Board this result will be converted to a normal permanent passing or failing grade either: <ul style="list-style-type: none"> <li>(a) by the Dean at the review of examination results conducted pursuant to section 4 (3) of the Academic Board policy on <a href="#">Assessment and Examination of Coursework</a> or</li> <li>(b) Automatically to an AF grade by the end of the third week of the immediately subsequent academic session. In exceptional circumstances approved by the Head of School this deadline can be extended to week 7 of the immediately subsequent academic session.</li> </ul> </li> </ul>
MINC	Incomplete with a mark of at least 50	<ul style="list-style-type: none"> <li>▪ This result is used when examiners have grounds (such as illness or misadventure) for seeking further information or for considering additional work from</li> </ul>

		<p>the student before confirming the final mark and passing grade</p> <ul style="list-style-type: none"> <li>▪ Except in special circumstances approved by Academic Board this result will be converted to a normal passing mark and grade either: <ul style="list-style-type: none"> <li>(a) by the Dean at the review of examination results conducted pursuant to section 4 (3) of the Academic Board policy on <a href="#">Assessment and Examination of Coursework</a> or</li> <li>(b) Automatically to the indicated mark and grade by the end of the third week of the immediately subsequent academic session. In exceptional circumstances approved by the Head of School this deadline can be extended to week 7 of the immediately subsequent academic session.</li> </ul> </li> </ul>
F	Fail	
AF	Absent Fail	<ul style="list-style-type: none"> <li>▪ Failure to attend a compulsory examination</li> <li>▪ This result will appear as an absent fail on student transcripts. It indicates that students have failed to complete all compulsory components of a course.</li> </ul>
W	Withdrawn no mark	
DNF	Discontinued Not to count as failure	
DF	Discontinued with Failure	