



REGULATION 15 UNDERGRADUATE PROGRAMMES¹

Freedom of Speech

City St George's, University of London, regards freedom of speech and academic freedom to be fundamental to delivering its mission as the University of business, practice and the professions. Its values in this respect are set out in a code of practice on freedom of speech and academic freedom, which explains how the University will uphold, secure, and promote freedom of speech within the law. See: <https://www.citystgeorges.ac.uk/about/governance/policies/code-of-practice-on-freedom-of-speech>

Nothing in this regulation should be interpreted in any way that would be inconsistent with the code of practice and – in the event of any inconsistency – the provisions of the code will prevail.

1. Candidates for the:

- Certificate of Higher Education
- Diploma of Higher Education
- Foundation Degree
- Degree of Bachelor of Science, Bachelor of Engineering, Bachelor of Arts, Bachelor of Law, Bachelor of Medicine and Bachelor of Surgery, Bachelor of Music, Bachelor of Midwifery (which may also be referred to collectively as Bachelors degrees) Master of European Business, Master of Engineering, Master of Mathematics, Master of Optometry or Master in Science (MSci) (which may also be referred to collectively as Integrated Masters degrees) shall satisfy the conditions set out in the offer of a place on the appropriate programme.

2. The Certificate of Higher Education, Diploma of Higher Education, Foundation Degree, Degree of Bachelor of Science, Bachelor of Engineering, Bachelor of Arts, Bachelor of Law, Bachelor of Medicine and Bachelor of Surgery, Bachelor of Music, Bachelor of Midwifery, Master of European Business, Master of Engineering, Master of Mathematics, Master of Optometry or Master in Science (MSci) may be awarded under the name of City St George's, University of London to candidates who have pursued an appropriate programme of academic study, or academic study combined with professional training, have satisfied the assessors in the prescribed assessments, and have fulfilled any other requirements laid down by City St George's, University of London.

3. The awards listed in clause 2 of this Regulation may be supplemented by the addition of a named award title as outlined in the relevant Programme Specification under which the award is made. Where two or more disciplinary specialisms feature in the named award title, there should be an appropriate balance of credit from each subject area. For instance, approximately equal balance for a joint (A and B) title and, for major/minor (A with B) titles, the minor discipline accounts for at least a quarter of the programme but normally less than half and the major discipline accounts for half or more of the programme.

¹ These Guidance Notes are maintained by relevant Committees of Senate. Their purpose is to provide current advice on the use and interpretation of the Regulations and they explain the background to the Regulations. The Notes take the form of comments situated alongside the sections of the Regulations to which they refer. Detailed guidance on procedures should be sought from the Quality Manual.

Where more than one named award title is outlined in the relevant Programme Specification, there shall be tangible and explicit differentiation in programme aims, content and/or structure that is specific to each named award. Depending on the scale of differentiation, separate Programme Specifications may be necessary².

4. A Certificate of Higher Education may be awarded classified as a pass or with Merit or with Distinction.
5. A Diploma of Higher Education may be awarded classified as a pass or with Merit or with Distinction.
6. A Foundation Degree may be awarded classified as a pass or with Merit or with Distinction.
7. A Bachelor's Degree may be awarded as an Honours Degree, classified as First Class Honours, Second Class Honours (divided into an upper and lower division) and Third Class Honours, and as an Ordinary Degree as a pass or with Merit or with Distinction.
8. A Bachelor of Medicine and Bachelor of Surgery Degree is awarded Unclassified.
9. A Master of Mathematics Degree is an Honours Degree and is classified as First Class Honours, Second Class Honours (divided into an upper and lower division) and Third Class Honours.
10. A Master of Engineering Degree is an Honours Degree and is classified as First Class Honours or Second Class Honours (divided into an upper and lower division).
11. A Master of European Business is a degree awarded in conjunction with an appropriate Bachelor's degree and is classified as a pass or with Merit or with Distinction.
12. A Master of Optometry Degree is an Honours Degree and is classified as First Class Honours or Second Class Honours (divided into an upper and lower division).
13. A Master in Science (MSci) Degree is an Honours Degree and is classified as First Class Honours or Second Class Honours (divided into an upper and lower division).

PROGRAMMES OF STUDY³

14. Each Programme of Study leading to a Certificate of Higher Education, Diploma of Higher Education, Foundation Degree, Degree of Bachelor of Science, Bachelor of Engineering, Bachelor of Arts, Bachelor of Law, Bachelor of Medicine and Bachelor of Surgery, Bachelor of Music, Bachelor of Midwifery, Master of European Business, Master of Engineering, Master of Mathematics or Master in Science shall be governed by a Programme Scheme approved by Senate. Individual cases for variation from the Programme Scheme must be set out in a special scheme of study approved by Senate. The powers of Senate in relation to the development of programme schemes are delegated to the appropriate Board of Studies, and the approval of such schemes to the President, subject to such report being made as Senate may require. However, the Board of Studies or the President may, at its discretion, refer matters to Senate for discussion. The appropriate Board of Studies,

² The City St George's Programme Approval Committee will ultimately confirm the appropriateness of award title(s).

³ Where Boards of Studies delegate powers to Programme Directors or other individuals or groups, this must be explicit and recorded in the minutes of the Board of Studies.

subject to these Regulations and within policies laid down by Senate, shall regulate the procedures for consideration of applications to programmes of study.

15. The Programme Scheme shall comprise the Programme Specification, the Module Specifications and such other documents as may be required by the Credit Framework.
16. Programmes of Study shall conform to the requirements of the University Credit Framework.

REGISTRATION AND ATTENDANCE⁴

17. Students shall register on a Programme of Study.
18. The period of registration, in addition to a foundation year if any, shall be as set out in the Programme Scheme, subject to the following minima:
 - a) The period of academic study of a Programme leading to a Certificate of Higher Education shall in total normally be not less than one academic year.
 - b) The period of academic study of a Programme leading to a Diploma of Higher Education shall in total normally be not less than two academic years.
 - c) The period of academic study of a Programme leading to a Foundation Degree shall in total normally be not less than two academic years.
 - d) The period of academic study of a Programme leading to a Bachelor Degree (with or without Honours) shall in total normally be not less than three academic years.
 - e) The period of academic study of a Programme leading to a Degree of Master of European Business, Master of Engineering, Master of Mathematics, Master of Optometry or Master in Science (MSci) shall in total normally be not less than four academic years.⁵
 - f) The period of academic study of a Programme leading to a Degree of Bachelor of Medicine and Bachelor of Surgery shall in total normally be not less than four academic years (graduate entry programme) or be not less than five academic years.
 - g) The period of academic study of a Programme leading to an Intercolated Bachelor of Science Degree shall in total normally be not less than three academic years. Years One and Two of the MBBS Programme shall contribute two academic years. The Intercolated Bachelor of Science programme shall be of one further academic year's duration.
19. Candidates who have pursued appropriate studies in this or another institution or who possess appropriate qualifications or experience may be exempted from a part of the period of academic study.

⁴ The foundation year is defined in the University's [Credit Framework](#). It may be either Year 0 of an Undergraduate Degree programme or a freestanding foundation year. In the first case the foundation year forms one Programme Stage of an Undergraduate Degree programme route normally entitled BSc/BEng/etc in subject with Foundation Year. The requirements to pass will be as detailed in the Programme Specification, and if these are different from those as stated in the Assessment Regulations for undergraduate programmes, then an exception to the Regulations will be required.

⁵ Freestanding foundation years may require a qualification to be awarded. This can be effected through Regulation 18.

- a) The authority to grant exemptions shall rest with Senate but decisions on individual cases shall normally be taken by the Head of Department, or Dean of School concerned.
- b) In such cases the calculation of the final Certificate, Diploma or Degree result shall normally be based only on the modules delivered and assessed by the University. The classification of the final award will normally relate solely to those modules and this will be reflected in the Programme Scheme.
- c) A candidate shall not interrupt their Programme except with the permission of the Head of Department or Dean of School and in accordance with the Interruption of Studies regulation (4.19 of the Senate Regulation 19 – Assessment Regulations).⁶

PATTERN OF ASSESSMENT

20. Learning outcomes shall be assessed as prescribed in the Module Specifications.
21. Permission to progress through the Programme shall be determined by the consideration of results obtained by a student in the assessment of a defined set of modules known as a Programme Stage of a Programme. For programmes that include a foundation year, the number of Programme Stages specified below shall be increased by one Programme Stage. The results shall be considered by the Assessment Board for the corresponding Bachelor's Degree Programme.
- a) In a Programme leading to a Certificate of Higher Education there shall be one Programme Stage.
 - b) In a Programme leading to a Diploma of Higher Education there shall be two Programme Stages.
 - c) In a Programme leading to a Foundation Degree there shall be two Programme Stages.
 - d) In a Programme leading to a Bachelor's Degree there shall be three Programme Stages.
 - e) In a Programme leading to a Bachelor of Medicine and Bachelor of Surgery Degree there shall be four Programme Stages (graduate entry programme) or five Programme Stages.
 - f) In a Programme leading to an Integrated Masters degree there shall be four Programme Stages. The Programme Stages 1 and 2 shall be identical to the Programme Stages 1 and 2 of the corresponding Bachelor's Degree.
22. The Assessments for each Programme Stage of each Programme shall be held at such times as shall be specified in the Programme Scheme.
23. For each Programme which has more than one Programme Stage:

⁶ The Head of Department, Dean of School or Director of Institute may delegate responsibility for decisions assigned to them throughout these Regulations to the Programme Director. Such delegation must be explicit and recorded in the minutes of the Board of Studies. See the Interruption of Studies section of the Assessment Regulation 19, and Interruption of Studies Policy for further details.

- a) a student must pass or be exempted from the Programme Stage 1 Assessment before taking the Programme Stage 2 Assessment, and
- b) must pass or be exempted from the Programme Stage 2 Assessment before taking the Programme Stage 3 Assessment, and
- c) must pass or be exempted from the Programme Stage 3 Assessment before taking the Programme Stage 4 Assessment, and
- d) must pass or be exempted from the Programme Stage 4 Assessment before taking the Programme Stage 5 Assessment, and

STRUCTURE OF ASSESSMENTS⁷

24. Senate will agree principles for assessment. The purpose of assessment is to enable the student to demonstrate that he or she has fulfilled the Learning Outcomes of a Module and has achieved the required standard for the Award. To achieve this a wide range of types of assessment may be employed appropriate to the subject area. The overall diet of assessment shall be defined in the Programme Scheme and this shall ensure an appropriate volume of assessment for the level of Award.

Programme Stage 3 of a Bachelor's or Integrated Masters degree may include the option of a major project/dissertation element in the assessment, where it is appropriate, but there is no requirement for programmes to have such an element. Programme Stage 4 of an Integrated Masters degree should include the option of a major project/dissertation element in the assessment.

25. The Programme Scheme shall specify how the marks obtained shall be used to calculate an Overall Aggregate (expressed as a percentage) to be used in assessing the award of the qualification, provided that:

- a) For the Diploma of Higher Education at least 65% comes from the Programme Stage 2 Assessment.
- b) For Foundation Degrees at least 65% comes from the Programme Stage 2 Assessment.
- c) For Bachelor's Degrees⁸:
 - i) at least 50% comes from the Programme Stage 3 Assessment. And
 - ii) not more than 15% comes from the Programme Stage 1 Assessment.
- d) For Integrated Masters Degrees at least two thirds of the final result comes from Programme Stages 3 and 4 combined.

⁷ No distinction is made between types of assessment. The range of assessment methods used should be appropriate to the subject area. All assessment is intended to demonstrate that the Learning Outcomes for a Module or Programme have been achieved and should be applied with due rigour, reasonable steps having been taken to ensure that the work assessed is that of the candidate.

⁸ Those designing and reviewing programmes are invited to consider lowering this requirement to 40% for an Ordinary degree. Approval for this should be sought via the University's Programme Approval Procedure.

ASSESSMENTS

26. All candidates for the Certificate of Higher Education, Diploma of Higher Education, Foundation Degree, Bachelor's Degrees, and Integrated Masters Degrees shall be assessed in accordance with the City St George's, University of London Assessment Regulations.

TRANSFER OF REGISTRATION⁹

27. A candidate registered for a Programme of Study may transfer to another Programme of Study in their own or another Department or School subject to the agreement of the appropriate Head(s) of Department and Dean(s) of School(s).

28. Any Exceptions to the above regulations must be submitted via the University Programme Regulation procedure and approved by Senate. Where such approval has been given, the Regulations as set out in the Programme Scheme shall prevail¹⁰.

Approved: 30.10.02

Updated: 13.08.04 (foundation year added)

Corrected: 27.09.06 (to correct MEB classification)

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Updated by Senate: 08.07.15 (to include Master of Optometry and Master of Science (MSci) awards)

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Updated by Senate: 14.07.21 (to include clause 3 on award title naming conventions)

Updated by Senate: 15.12.21 (to include Bachelor of Midwifery award)

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Updated by Senate: 16.10.24 (to reference programmes offered as part of merger)

Approved by Senate 09.07.25

Freedom of Speech additions -approved by Senate: 10.12.25

⁹ The Head of Department, Dean of School or Director of Institute may delegate responsibility for decisions assigned to them throughout these Regulations to the Programme Director. Such delegation must be explicit and recorded in the minutes of the Board of Studies. For the avoidance of doubt, this delegation does not extend to decisions reserved to designated officers or processes under the University's Code of Practice on Freedom of Speech and Academic Freedom (including matters relating to Events and Visiting Speakers), which must be handled in accordance with that Code and Procedure.

¹⁰ Approval for exceptions to these regulations should be sought via the University Programme Regulation procedure.

The Programme Scheme is the definitive document for the programme and incorporates the Programme Specification and the Module Specifications for all Modules in the Programme