

Procedure for Consideration for a Final Discretionary Attempt at an Assessment

Approved by Senate in July 2024

1. Introduction

- 1.1 This procedure is prescribed by Senate in accordance with paragraph 4.10 of the General Regulations for Students and Programmes of Study.
- 1.2 This procedure covers consideration for a final discretionary attempt at an assessment or assessments following failure, where this is provided for in the Programme Regulations. This is an academic judgement made as part of normal student progression decisions, and is not therefore an 'appeal'.
- 1.3 The Academic Registrar or his/her nominee is responsible for providing guidance to students and others on the operation of this procedure, including guidelines on the criteria which are taken into account by the Programme team. Any doubt over the interpretation of these procedures or any matter on which these procedures are silent shall be determined by the Chair of Senate.
- 1.4 Students wishing to make a representation under these procedures may wish to obtain guidance from the Deputy President of Welfare (Tooting) of the Students' Union, their personal tutor(s), and current publications available on the St George's website.
- 1.5 In this procedure any named officer may delegate her or his responsibilities to another member of St George's; similarly, the procedure shall not be invalidated by an officer of St George's acting in the place of another named in these regulations where circumstances make this expedient.

2. Third and final Attempt

- 2.1 A candidate who has not passed all required assessments by the end of an academic year, at second attempt, will be eligible to be considered for a discretionary third attempt where this is provided for in the relevant Programme Regulations.
- 2.2 Programme-specific criteria will be published alongside Programme Regulations and Schemes of Assessment.
- 2.3 Students who meet the criteria do not need to apply for a third attempt. Boards of Examiners have the authority to approve a discretionary third attempt where a student meets programme-specific criteria. Entitlement to a third attempt will be confirmed by the Board of Examiners.
- 2.4 The Board of Examiners will, in conjunction with the Examinations Team and/or Course Administrator, notify students of the decision of the Board of Examiners within 3 working days of the Board of Examiners meeting.
- 2.5 Students who have been granted a third attempt by the Board of Examiners must accept the offer of a third attempt in writing normally within 5 working days of

notification of the decision. Students who do not provide written acceptance, will be ineligible to make a further attempt at the failed assessment(s) and will have their registration terminated.

**These procedures will not be invalidated if the role title named in the procedure has changed or a nominee acts in the place of another named in the procedure.*