

REGULATIONS (INCLUDING ASSESSMENT REGULATIONS) FOR THE 'NATIONAL' MA IN EDUCATION (WALES) 180 CREDIT MASTER'S PROGRAMME

AWARD TITLE: MA EDUCATION (WALES)

Context

The part-time National Master's in Education (Wales) programme (the National Programme) will be available for teachers in the compulsory education sector in both English and Welsh. The Programme will be delivered by a pan-Wales partnership of 'Participating Institutions', supported by the Welsh Government, to offer professional learning opportunities that reflect the national context. The Programme will enable students to engage with and apply research which underpins policy and understand the impact this will have on teaching practice. The Programme is aimed at educational practitioners in Wales at all levels from early career teachers to senior leaders. A framework for accredited professional learning for the teaching profession will also be developed in response to the Welsh Government's requirement for a collaborative approach to deliver a professional learning strategy. The Master's Programme is portable within Wales and transfer of credit between Participating Institutions will be considered in accordance with local institutional procedures.

The academic regulations for the National Programme set out below, (the National Regulations) govern its operation and assessment and are approved by all Universities participating in the Partnership (the Participating Institutions, each of which may implement their own local regulations where noted within this National Regulatory Framework).

Principle

Any matters not covered by these regulations shall be covered by the assessment regulations and related provisions of the relevant Participating Institution where these contain provisions relating to such matters.

Definitions

Optional Modules

Modules which students can select.

Compulsory Modules

Compulsory Modules are essential components of a programme of study that must be pursued by students on the Programme.

Core Modules

Core Modules must be pursued and passed.

'Optional' modules may become core once selected.

Dissertation

A substantial piece of self-directed work of 60 credits, up to a maximum of 20,000 words.

Participating Institution

The partner University offering the National MA in Education (Wales) programme that the student is enrolled upon.

Examining Board

The duly constituted Examining Board of each Participating Institution.

REGULATIONS FOR 'NATIONAL' MA IN EDUCATION (WALES)

1. Structure of the National Programme

- 1.1 The National Programme is part-time only, consisting of modules totalling 180 credits at Level 7 of the FHEQ, with 120 credits of taught modules (including any RPL credits) and a Dissertation, worth 60 credits. Students who successfully complete the National Programme will be eligible for the award of the 'National' MA in Education (Wales).

| Year of Study | Credits/Description |
|---------------|-------------------------|
| 1 | 60 credits Taught/RPL |
| 2 | 60 credits Taught |
| 3 | 60 credits Dissertation |

- 1.2 Learning outcomes shall be specified for the National Programme in the programme specification. Any intermediate or exit/fall-back qualifications are specified below.
- 1.3 All modules (compulsory and optional) will be considered as 'core' modules once selected, and must be passed for students to be eligible for the Master's award.

2. Time Limits

- 2.1 Taught modules shall be completed and assessed according to the requirements and dates set by each Participating Institution. The full degree programme shall be completed within the following periods from the date of the initial enrolment:

| Mode of study | |
|----------------------|---|
| Part-time | not less than 24 months not more than 5 years |

Where a student has joined the National Programme with RPL after the normal starting point, the period for completion of studies is taken from what would have been the normal entry point had the student undertaken the whole programme at the Participating University.

3. Extension to the Submission Deadline for Dissertations

- 3.1 Applications for extension to the deadline for submission (or other agreed forms of mitigation) of the Dissertation must be completed in accordance with the regulations and processes of the relevant Participating Institution and in accordance with the stated deadlines.

4. Teaching and Assessment Structure

- 4.1 The teaching pattern and assessment structure is determined by the National Management Board representing the Participating Institutions, as set out in the Programme Specification.

5. Exit Qualifications

5.1 Students who are admitted to the National Programme by a Participating Institution but are subsequently unable, or not permitted, to progress to completion of the MA by failing to pass all modules within the three permitted attempts, or who are required to withdraw from the programme for any other reason, may qualify for one of the following awards of that University as follows as an Exit Qualification:

5.2 A Postgraduate Certificate (Postgraduate Certificate in Education (Wales)) can be considered for award for students who complete not less than 60 credits at Level 7.

A Postgraduate Certificate is **not available** as an Exit Qualification for students entering the programme with 60 credits of RPL.

5.3 A Postgraduate Diploma (Postgraduate Diploma in Education (Wales)) can be considered for award for students who complete not less than 120 credits at Level 7, at least 60 credits of which must have been pursued at the participating institution.

5.4 Exit Qualifications are classified as follows:

| Award | Distinction | Merit | Pass |
|---------|-------------|-----------|-----------|
| PG Cert | 70%+ | 60-69.99% | 50-59.99% |
| PG Dip | 70%+ | 60-69.99% | 50-59.99% |

6. Dissertation (60 credits).

- 6.1 Each candidature shall be completed by the presentation of a dissertation and the approval of the quality of outcomes of such work by the appropriate examiners.

Supervision of Dissertations

- 6.2 For each student at a Participating Institution, one supervisor (the Supervisor) shall be approved by that University who will conduct and supervise students in accordance with any relevant regulations and guidance of that University, as defined in the Programme Handbook.

Examination of Dissertations

- 6.3 All work relating to Dissertations shall be marked by two internal members of staff of the Participating University.

If it is impossible to allocate two internal members of staff, then an external marker should be appointed to act as the second marker and the External Examiner(s) should be asked to oversee that moderation has occurred.

- 6.4 A sample of Dissertation work should be moderated by both the Participating Institution's External Examiner and by the National External

Examiner(s). After the results are approved by each Institution's External Examiner and by the relevant examining boards, the samples are subsequently reviewed by the National External Examiners via the National Academic Board of Studies to monitor the standards and equivalency of assessment and feedback in the provision across all institutions.

(The sampling regulations are as follows: At least 10% of the total number of pieces of work (minimum of 6) including at least one from each 'classification' (Failure, Pass, Merit, Distinction where appropriate).

- 6.5 Although, it is customary for the same External Examiner to examine a student for the programme, an independent examiner may be appointed to examine the work where specialist knowledge or expertise is required.
- 6.6 The marks shall be ratified at the relevant Participating Institution's Examining Boards.

Submission of Dissertations

- 6.7 Dissertations must be submitted in accordance with the Participating Institutions' policy on submission as defined within the Programme Handbook.
- 6.8 Submission of the work shall be defined as submission of a piece or pieces of work submitted in accordance with the requirements specified under submission of Dissertations (above) and should also meet the requirements specified by the Participating University. A Participating

Institution shall have the discretion to determine whether a submission fails to meet these requirements.

6.9 Students who fail to submit their Dissertation by the deadline will have one further opportunity to submit. Students who fail to submit their work on the second attempt by the deadline will fail the programme and will be considered for the award of a 'National' Postgraduate Diploma/Certificate in Education (Wales) as an exit award.

Resubmission of Dissertation

6.10 If the work does not meet the required standards for an award, the student may be allowed to resubmit it once only within the following time limits:

| Mode of Study | |
|----------------------|---|
| PART TIME | 6 months (after the official University publication of results) |

6.11 The Participating Institutions have collectively determined an agreed fee of £124 for the re-examination of Dissertations, and the mark will be capped at 50%.

6.12 Students resubmitting should be given written feedback on the reasons for failure immediately following confirmation of the result. Feedback should reflect all comments from the Examiners (Internal and External). The

student should be informed of the changes required to bring the work to the pass standard.

6.13 Students resubmitting are normally only permitted to make minor changes to the title of their work with the permission of their Supervisor. Such changes should not require any further original research, unless there are agreed extenuating circumstances.

6.14 Students resubmitting their work will not normally be expected to attend the Participating Institution during the resubmission period and will not receive formal supervision or support during this period.

Publication of Work

6.15 A student shall be at liberty to publish the whole or part of the work produced during their period of registration at the Participating University, prior to its submission as a whole, or as part, provided that in the published work it is nowhere stated that it is in consideration for a higher degree. Such published work may later be incorporated in the dissertation submitted for examination.

Bar on Access

6.16 Notwithstanding the provisions in the regulations relating to the availability of directed independent learning, the Participating Institution may be permitted, on a special recommendation approved by the student's Head of Department/College/School/Faculty or nominee, to place a bar on photocopying and/or access to a student's work for a period of up to five years. It shall be the responsibility of the student's supervisor

to make an application to the Head of Department/ College/ School/ Faculty as soon as is reasonably practicable. This bar would also apply to members of the Participating Institution.

- 6.17 The summary and title shall be freely available.
- 6.18 Any recommendation for a bar on access must be made to the Head of Department/College/School/Faculty or nominee, after consideration by a student's supervisor. It shall be the responsibility of the supervisor to make the application as soon as is reasonably practicable. The recommendation must include a statement of the grounds on which the request is being made. Most requests of this nature are made on the grounds of the commercial sensitivity of the research, which may have been partially sponsored by a commercial or industrial organisation.
- 6.19 When a bar on access has been granted the student's Supervisor should be notified. In the case of work which is deemed to be of relevance to Wales, the Department/College/School/Faculty shall inform the librarian of the National Library of Wales that the work is to be withheld from access for a specified period.
- 6.20 Although the bar shall be regarded as operative as soon as the work is submitted, the period approved shall be calculated from the date on which the student is formally notified by the Participating Institution that they have qualified for a degree.
- 6.21 On submission, a student shall be required to incorporate a signed statement within the work to indicate either:

- That the work, if successful, may be made available for inter-library loan or photocopying (subject to the law of copyright), and that the title and summary may be made available to outside organisations;
or
- That the work, if successful, may be made so available after expiry of a bar

7. Examining Boards

7.1 The Examining Boards that will meet to assess students' progress on the National Programme will be the relevant Examining Board of each of the Participating Universities (see 9.2).

ASSESSMENT REGULATIONS

8. GENERAL PRINCIPLES

Any matters not covered by the Assessment Regulations described shall be covered by the assessment regulations and related provisions of the respective Participating University where these contain provisions relating to such matters.

Where matters are covered by provisions in both the Assessment Regulations described and in the assessment regulations and related provisions of the respective Participating Universities, any difference in interpretation as to meaning shall be in favour of the latter.

Where the term Examining Board(s) is used in the Assessment Regulations described, this shall mean the Examining Board of each of the Participating Universities duly constituted and operating under the authority and remit delegated to them by the respective Academic Boards/Committees of the Participating Universities.

Relevant students shall be taken to mean the students enrolled on the National Programme at each of the Participating Universities.

Within the constraints of the programme aims, learning outcomes and assessment regulations, the Examining Boards have discretion in reaching decisions on the awards to be recommended for individual students. They are responsible for interpreting the assessment regulations for the programme in the light of the Participating University's requirements and good practice in higher education, particularly in relation to the maintenance of academic standards.

The performance of students may be assessed by any combination of assessment methods as appropriate to the level and learning outcome of the assessment exercise.

Specific methods of assessment, any weightings that may apply and the number of assessments are given in the specification for the programme and its module descriptors. These may only be changed with the agreement of the Participating Universities using their approved mechanisms.

8.1 Presentation of Marks

The Examining Boards shall be presented with all marks of assessments taken to date. RPcL/Credit Transfer shall be managed through each Participating Institution's defined processes, in line with the National RPL Policy for this programme.

8.2 Progression and Awards Boards

Examining Boards will normally meet after each assessment period during the programme to ensure students' progress is monitored.

Progression is determined as the Examining Board's review of a student's 'current' position after each assessment period.

The decision as to whether a student has met the requirements to proceed on the Programme will be taken at an Examining Board.

Students who fail to qualify to proceed at the initial attempt will normally be permitted to redeem failures by submitting supplementary assessments or re-submitted revised assessed work, as defined by the programme.

Supplementary assessments opportunities may only be awarded by the Examining Board.

| Board | Month | Decisions/Outcomes |
|-------|------------------|---|
| 1 | January/February | Progress/Supplementary Assessment |
| 2 | May/June | Progress/Supplementary Assessment |
| 3 | September | Progress/Supplementary Assessment |
| 4 | October | Progress/Supplementary Assessment/Award |

The full set of results for each student considered at the relevant Examining **Awards** Board, shall be presented to the examiners.

The result profile of the relevant students will include:

- The results of the Taught modules.
- The results of the Dissertation.

8.3 Anonymous Marking

Where available, please refer to the relevant Participating Institution's Policy on Anonymous Marking or related information.

8.4 Disclosure of Identity

Where available, please refer to the relevant Participating Institution's Policy on Anonymous Marking or related provision.

8.5 Disclosure of Results

Where available, please refer to the relevant Participating Institution's Policy on Publishing Marks or related provision.

8.6 Academic Misconduct

Please refer to the relevant Participating Institution's Policy on Academic Misconduct or related provision.

8.7 Fitness to Practise

Please refer to the relevant Participating Institution's Policy on Fitness to Practise or related provision.

8.8 Appeals against decisions

Please refer to the relevant Participating Institution's Appeals and/or Accuracy of Published Marks Procedure or related provision.

All students who are required to withdraw from the Participating University have the right of appeal in accordance with the Participating

University's regulations, for example the Accuracy of Published Marks Procedure and/or Appeals Procedure.

9 GENERAL ASSESSMENT RULES FOR THE NATIONAL MA IN EDUCATION (WALES)

- 9.1 The pass mark for modules shall be 50%. Credit will only be awarded to students who pass a module).
- 9.2 The 'National' MA in Education (Wales) is awarded to students who have successfully completed 180 credits in total at FHEQ Level 7. The overall degree classification shall be calculated based on the average of the marks for all modules weighted according to the credit values of those modules.
- 9.3 Student progress will be monitored throughout the programme. Award decisions will be taken at the end of the programme, and will be confirmed by the relevant Participating Institution's Examining Board.
- 9.4 All modules selected (compulsory and optional) are considered core and must be passed with a mark of at least 50% in order to complete the programme, and no compensation will be permitted.
- 9.5 Students who have been unsuccessful in any *taught* module may be permitted two further attempts within the programme to redeem their failure (i.e. three attempts at each *taught* module in total), provided that this can be achieved within the time limit for the Programme. Students will not be permitted any further attempts without agreed extenuating circumstances.

- 9.6 Students who satisfy the examiners at an attempt to redeem a failure shall only be eligible for a module mark up to the capped threshold of 50%, in each such module, irrespective of their actual level of performance. The Examining Board shall refer to the capped mark in determining the average for award.
- 9.7 Students to who fail redeem a taught module at the third attempt will be deemed 'out of opportunities', will not be eligible for a Master's award and required to withdraw from the Participating Institution. Such students shall have no further opportunity to complete their programme of study, and shall only be eligible to be considered for an exit qualification. Students who are required to withdraw from the Participating Institution will be given no further attempts to redeem their modules and will not be eligible to transfer credits to another programme of study at that University, or to the 'National MA Education (Wales) at any of the Participating Institutions, and their studies will be terminated. Any exceptional cases may be referred to the National Management Board for decision. Students may be considered for an exit award (see regulation 5: Exit Qualifications, above).
- 9.8 In exceptional circumstances and if in accordance with the relevant Participating Institution's Policy on Extenuating Circumstances (or related provision), students who fail to redeem their module(s), may submit evidence of extenuating circumstances in line with the Participating Institution's Extenuating Circumstances Policy. Any agreed re-assessment(s) shall normally take place at the next appropriate assessment point(s).
- 9.9 A student who fails and requires re-assessment shall normally be permitted to re-submit modified versions of their original work, with the exception of

students found to have committed Academic Misconduct within the specific assessment.

- 9.10 Students shall not be allowed to elect to repeat any module which has been passed in order to improve their performance.
- 9.11 A student who fails to submit set projects or coursework in a taught module by the required date(s) will be deemed to have failed the assessment(s) in question and will have two further (capped) opportunities to submit. Students who feel they have extenuating circumstances must follow the published Extenuating Circumstances process for the Participating Institution.
- 9.12 Students who achieve an overall average mark of not less than 60% and not more than 69.99% for the whole programme, shall be eligible for the award of a Master's degree with merit.
- 9.13 Students who achieve an overall average mark of not less than 70% for the whole programme, shall be eligible for the award of a Master's degree with distinction.
- 9.14 Students who do not complete the programme and/or withdraw from the relevant Participating Institution may, depending on the number of credits accumulated, be eligible for an exit qualification.
- 9.15 Students who fail to submit their Dissertation by the initial assessment deadline will have one further opportunity to submit (capped) as defined in 10.17. Students who fail to submit their Dissertation by the deadline on the second attempt will fail the Masters and will be considered for an exit qualification. No further resubmission opportunity will be given.

9.16 Students who submit their Dissertation by the deadline and who fail to obtain a pass mark will normally be permitted to resubmit in accordance with the appropriate time limit. Resubmission will be capped at 50%

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|----------------------|--|
| Mode of Study | |
| PART TIME | 6 months (after the official publication of results) |

9.17 Students who are unable to meet their submission deadline may apply for consideration of any Extenuating Circumstances, in accordance with the relevant Participating University's regulations.

9.18 Students may submit assessed work or be examined in English or Welsh in accordance with the Welsh Language Standards, and, in accordance with the relevant Participating University's regulations.

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