

Student Guide to the University's Rules for Progression and Award¹ in Integrated Master's Undergraduate Programmes 2023/4

This guide sets out the University rules relating to assessment, progression and award for undergraduate students following an Integrated Master's programme. Details of how your work will be assessed and how you will receive feedback are included in your handbook and departmental web pages.

If you are ever in any doubt, please speak to your academic supervisor.

Please also see the full [Guide to Assessment](#) and University's [examinations](#) web pages.

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¹ By award, we mean Master's, pre-Master's, Bachelor's or Foundation degrees, Diplomas and Certificates.

Summary

To be eligible for an award from the University of York, you must:

- undertake an approved programme of study (course),
- obtain a specified number of credits at specified levels, and
- meet any other requirements of the award as set out in the Award and Programme specifications and other University regulations (such as payment of fees).

Your programme of study (course) is made up of stages, which usually means a year at a given level of study.

In each Stage (year) you will be registered on 120 credits' worth of modules, usually 20 credits each, which will cover a variety of topics.

In order to progress to the next stage of study, you need to be awarded the credit for each of the modules you undertake. You achieve credit by passing assessments.

If you don't pass a module, you can still gain the credit either by 'compensation' or reassessment.

Standard modules are usually 20 credits. Some modules, for example the capstone project module (dissertation), can differ in credit size.

Every module is assessed and you need to receive the credit for each module to progress to the next stage. The most straightforward way to achieve the credit is to pass the modules.

The module pass mark is 40 for C-level, I-level and H-level modules. For M-level modules the pass mark is 50.

If you do not pass each module, but get a module mark that is between the compensation threshold and the pass mark, (30-39 for modules at level C, I and H, or 40-49 for modules at M level) you may not need to be reassessed if your overall performance is good enough to compensate.

If you fail a module with a mark lower than the compensation threshold (below 30 for C, I and H modules, 40 for M-level modules) you will have to be reassessed.

Please be aware, there is a limit to the amount of reassessment and compensation which is allowed in each stage, these will be described within this guide.

If the criteria for award of an Integrated Master's degree have not been met at the end of Stage 4, the student will then be considered for the award of a Bachelor's degree, based on the results in stages 1-3.

Awarding of the degree requires all 120 credits specified for Stage 4 of the programme to have been awarded.

Your degree classification (1st, 2:1 2:2 etc) is based on your module marks, capped at the pass mark if the credit is achieved at resit. The total award mark will be calculated using the weighted

stage averages for the modules in Stages 2, 3 and 4. These calculations will be described in this guide.

This summary is explained further through the following pages. These should be read thoroughly and in the order they are presented to fully understand the progression and award system.

Progressing Through Your Programme

1. What are stages?

An Integrated Master's programme of study is divided into stages. Each stage is the equivalent to one year of full-time study and is made up of 120 credits.

Bachelor's (e.g. BA / BSc)	Credit Level	Credits
Stage 1	Certificate (C)	120
Stage 2	Intermediate (I)	120
Stage 3	Honours (H)	120
Stage 4	Masters (M)	120

Progression from Stages 1, 2 and 3 to the next stage requires all 120 credits specified for that stage of the programme to have been

awarded. For an Integrated Master's, you need to achieve a credit-weighted average mark for each stage, as detailed below:

- Stage 1: 40
- Stage 2: 55
- Stage 3: 40 and a credit-weighted average mark of 50 for all modules taken in Stages 2 and 3 (weighted evenly)

If you do not meet the requirements to progress on the Integrated Master's (for example, you gain a credit-weighted average mark of 40-54 in Stage 2) but you meet the requirements for progression onto the related Bachelor's degree, then you will be transferred to that programme.

2. How do modules and module credits relate to stages?

Each stage is made up of modules. Each of the modules you undertake will have a credit value² (usually 20 credits) and a credit level³.

² One credit involves a notional workload of 10 hours. So a 10-credit module involves a notional workload of 100 hours, a 20-credit module a total of 200 hours etc. By workload, we mean all work associated with the module taken, including teaching (contact time), private study, work required during vacations, the preparation for assessment and assessment tasks.

³ The credit level indicates the module's relative intellectual demand, complexity and depth of learning and of learner autonomy. See the relevant Framework for Programme Design:

<https://www.york.ac.uk/staff/teaching/quality-assurance/design/>

You will achieve the credit for a module by passing the module assessments. Modules are assessed by a range of methods which will result in a numerical mark out of 100, or a pass/fail grade.

To satisfy the requirements for each stage, you must achieve a total of 120 credits.

3. What do module marks mean?

The University applies the following mark scale to overall achievement when studying for an Integrated Master's degree:

Mark range	Integrated Master's degree classification bands
70-100	First-class Honours
60-69	Upper second-class Honours
50-59	Lower second-class Honours
0-49	Fail

The module mark is the first-attempt module mark, or capped module mark following reassessment, whichever is the greater.

- The pass mark for undergraduate modules (C, I, H) is 40.
- The pass mark for Master's modules (M) is 50

If you are completing an **Integrated Master's**, you will have to undertake some Master's-level modules in the later stages of your programme. You should be aware of the higher level and pass mark for such modules when deciding whether to take them as options.

Please note that a Third-class Honours is not available as an award classification in Integrated Master's degrees.

4. What does module weighting mean?

Module marks will be weighted in two different ways to reflect the notional workload and relative intellectual demand: credit weighting and stage weighting.

Credit weighting

Each module mark is given more or less weighting according to the volume of credit (i.e. workload) that is associated with it. After completion of a stage, credit weighting is used to provide a stage average (also referred to as a stage mark) that will eventually be used to calculate the final classification. The credit-weighted average (mean) for each stage can be worked out using the example below:

Calculating a credit-weighted yearly average for a student in the third year.	
Module A (20 credits) Mark 55	$55 \times 20 = 1100$
Module B (20 credits) Mark 62	$62 \times 20 = 1240$
Module C (20 credits) Mark 60	$60 \times 20 = 1200$
Module D (20 credits) Mark 42	$42 \times 20 = 840$
Module E (40 credits) Mark 65	$65 \times 40 = 2600$
Add the totals together and divide by 120	$1100 + 1240 + 1200 + 840 + 2600 = 6980$ $6980 / 120 = 58.17$
58.17 is the rounded credit-weighted mean mark for the Stage	

Stage-weighting

The total award mark used for classification will be calculated using the stage averages for Stages 2, 3 and 4, weighted in the ratio 2:3:3. The classification is determined by the position of this award mark, rounded to the nearest integer, on the classification scale.

Later stages of your programme are given more importance in terms of the final classification than earlier stages. This is because the later stages represent higher levels of work and are the culmination of your achievements and abilities.

Pass/fail modules will not contribute to the calculation of the final degree classification, though any credit achieved in these modules will contribute to credit total for a stage/ award.

Award Requirements

5. How many credits do I need for a degree?

A degree is awarded on the basis of credit acquired during your programme of study. If you do not achieve the full requirements, you may be eligible for an early exit or lower exit award. The type of award you receive will be dependent on the number of credits you have achieved and at what level.

Award	Number of credits	Including
Integrated Master's degree	480	At least 120 Master's-level credits over Stages 3 and 4
Bachelor's Honours degree	360	At least 100 Honours-level credits
Ordinary degree	300	At least 60 Honours-level credits over Stages 2 and 3
Foundation degree *	240	At least 90 credits at Intermediate level (Stage 2)
Diploma of Higher Education	240	At least 90 credits at Intermediate level (Stage 2)
Certificate of Higher Education	120	At least 90 credits at Certificate level (Stage 1)
University Certificate *	60	60 credits at Certificate level or higher (Stage 1)
Foundation Certificate *	80 or 120	At least 70 credits at level 3 (pre-University level) *

*Not available as an early exit award.

In some programmes you may have to achieve more than the number of credits above, for example, where there is an additional year abroad or placement.

Students who complete a foundation year before starting their Integrated Master's will have achieved an additional 120 credits. These do not contribute to a higher award.

Degree Classification

6. How is my degree class calculated?

Integrated Master's awards are classified degrees

- First class 70-100
- Upper-second class 60-69
- Lower-second class 50-59

Your degree classification is calculated using the stage mark from each of stages 2 and above.

Pass/fail modules do not contribute to your degree classification (although you must pass them).

Stage mark averages are not rounded up or down.

Example: Stage 2

	First attempt mark	Resit mark	Credit-weighted mark
Module A (20 credits)	50		$50 \times 20 = 1000$
Module B (20 credits)	40		$40 \times 20 = 800$
Module C (20 credits)	20	45 (capped to the pass mark of 40)	$40 \times 20 = 800$
Module D (20 credits)	60		$60 \times 20 = 1200$
Module E (20 credits)	60		$60 \times 20 = 1200$
Module F (20 credits)	50		$50 \times 20 = 1000$
Add the totals together and divide by 120			$1000 + 800 + 800 + 1200 + 1200 + 1000 = 6000$ $6000 / 120 = 50$
Stage mark = Weighted mark total/number of credits			50

Example: Stage 3

	First attempt	Resit	Weighted mark
Module A (20 credits) Pass/fail	Pass		N/A
Module B (20 credits)	60		$60 \times 20 = 1200$
Module C (20 credits)	60		$60 \times 20 = 1200$
Module D (20 credits)	50		$50 \times 20 = 1000$
Module E (40 credits)	60		$60 \times 40 = 2400$
Add the totals together and divide by 100 as the pass/fail module is not included in calculations			$1200 + 1200 + 1000 + 2400 = 5800$ $5800 / 100 = 58$
Stage mark = Weighted mark total/number of credits			58.00

Example: Stage 4

	First attempt	Resit	Weighted mark
Module A (20 credits)	40		40 x 20 = 800
Module B (20 credits)	55		55 x 20 = 1100
Module C (20 credits)	58		58 X 20 = 1160
Module D (20 credits)	52		52 x 20 = 1040
Module E (20 credits)	61		61 x 20 = 1220
Module F (20 credits)	51		51 x 20 = 1020
Add the totals together and divide by 120			800 + 1100 + 1160 + 1040 + 1220 + 1020 = 6340 6340 / 120 = 52.83
Stage mark = Weighted mark total/number of credits			52.83

Integrated Master's uses a 2:3:3 ratio (25% Stage 2 and 37.5% each from Stages 3 and 4).

To calculate, multiply the Stage 2 mark by 2, the Stage 3 mark by 3 and the Stage 4 mark by 3. Then divide the total by 8:

Stage 2 mark x 2 (50 x 2 = 100)	Stage 3 mark x 3 (58.00 x 3 = 174)	Stage 4 mark x 3 (52.83 x 3 = 158.49)
100 + 174 + 158.49 = 432.49		
432.49 ÷ 8 = 54.06		

Award mark = 54.06 rounded to 54 Lower second class (2:2)

This calculation also applies to all combined (joint) degrees.

Stage 1 (and Foundation Year, if applicable) marks are excluded from the classification calculation, although you must still achieve 120 credits in Stage 1 to progress to the second stage of the programme.

Ordinary degrees, Certificates and Diplomas of Higher Education are not classified. For these awards, you will be given either a Pass or a Fail.

BORDERLINE CASES

7. What happens if my marks are just below the mark needed for a higher classification?

The award mark is rounded to the nearest integer, so if your final award mark is within 0.5 percentage points of the above class boundary it will be rounded up. For example, a mark of 59.6 will be rounded to 60 and you will be awarded an Upper second-class degree. A final award mark of 59.49 will be rounded down and you will be awarded a Lower second-class degree unless the application of borderline ratios results in a higher classification. If your award mark falls two marks below a classification boundary, the borderline rules can come into effect and further calculations are performed to see whether you would have a higher classification if we apply a different ratio to the weighting of the stages.

For Integrated Master's programmes, the borderline ratios are 1:1:1 and 1:2:2 applied to stages 2, 3 and 4.

If, after applying these ratios, your programme mark exceeds the grade boundary, or falls within 0.5 percentage points of the above class boundary, a higher degree classification will be awarded, although the award mark recorded on your transcript will be the one calculated using the standard 2:3:3 ratio.

Example

Stage 2 mark = 69

Stage 3 mark = 60

Stage 4 mark = 51

Programme mark using 2:3:3 ratio = 58.88

Programme mark using 1:1:1 ratio = 60 (borderline ratio)

Programme mark using 1:2:2 ratio = 58.2 (borderline ratio)

The mark of 59 will appear on your transcript, as this is what the award mark would be using the 2:3:3 ratio (58.88 rounded to 59). However, as the 1:1:1 ratio mark is 60, you will be awarded an Upper second-class degree.

The borderline ratios are the only method by which a borderline mark could result in a higher degree classification. Being close to a grade boundary does not result in the right to take further attempts at assessment and your module marks will not be altered.

Compensation and Reassessment

8. What happens if I fail one or more modules?

If you fail a module, do not panic! In most cases there will still be an opportunity to achieve the necessary credit either through compensation or reassessment.

Important: in some programmes (for example, where professional/vocational requirements have to be met), compensation and reassessment may not be an option. Check the regulations for your programme but if you are not sure, speak to your academic supervisor.

Compensation

For modules in levels C, I and H, the pass mark for module assessments is 40, and 50 for M-level Modules. However, if your mark for a module is in the 30-39 range for C, I or H modules or 40-49 for M-level modules, you may still be able to get the credits for the module if your performance in other modules is good enough to compensate. In other words, 'marginal' failure in one module may be compensated by achievement in others⁴. However, you cannot have failed more than 40 credits and there can be no 'outright' fails (a module failed by a margin or more than 10 marks below the pass mark).

The University's compensation criteria vary depending on your intended award (Bachelor's, Integrated Master's, etc). The following are provided purely as examples. Please consult the [Guide to Assessment, Standards, Marking and Feedback](#) and your programme's regulations for the exact rules that will apply to you.

a) At the end of Stage 2, a student has the following profile of module marks:

Module A (20 credits): 39 (Fail)	In this example, none of the modules have been designated as non-compensatable, none of the module marks are below 30. Therefore, the marginal failure in Modules A and B will be compensated.
Module B (20 credits): 38 (Fail)	
Module C (20 credits): 60 (Pass)	
Module D (20 credits): 65 (Pass)	
Module E (20 credits): 70 (Pass)	
Module F (20 credits): 70 (Pass)	

In Stage 2 of an Integrated Master's programme, students have the opportunity to compensate for up to 40 credits' worth of modules, provided that no individual module marks fall below 30. Additionally, it's important to note that second-year students must maintain an average of 55 to continue with their integrated masters and achieve an average of 50 over the second and third

⁴ Some modules in your programme may be designated as Pass/Fail. These modules cannot be compensated for.

years to progress to the fourth year. While it's feasible to pass all modules using compensation, it may not be sufficient to advance within the Integrated Master's framework due to stage average. In such cases, students would transition to a Bachelor's route.

Reassessment

Reassessment (resit marks) can be used toward your degree classification. However, they will be capped at the pass mark for the module; 40 for C, I and H modules, and 50 for M modules.

If you get a module mark below 30 in a C, I or H module, or below 40 for a M module, this cannot be compensated and you will have to be reassessed. Reassessment can only take place as long as the number of credits to be reassessed in the stage does not exceed 80 for Stage 1, or 60 credits for Stages 2, 3 or 4. An exception is made in the case of a marginal failure of an 80-credit capstone project module - for further details, please refer to the Guide to Progression and Award.

If you get a mark between 30 and 39 in a C, I or H module, or 40 and 49 for M modules, and you are not eligible for compensation because you have exceeded the 40-credit compensatable limit, you may also need to be reassessed on those modules.

NOTE: Though most modules can be reassessed, some cannot. If unsure, please check with your department/school.

You can only be reassessed in a module once, unless you are permitted to repeat study at Stage 1 (refer to section below). If you fail a module and fail reassessment, you will not be able to progress and will fail the programme. You may, however, be eligible to receive a lower award.

Please note that in Stage 2, where a student has not achieved the stage average for progression on the Integrated Master's programme, reassessment opportunities will only be provided for continuation on the Bachelor's programme.

You cannot choose to be reassessed in a marginal fail in a module that can be compensated.

Please see your academic supervisor for further guidance.

The following are provided as examples of how the compensation and reassessment rules may be applied.

a) A student has the following profile of marks:

Module A (20 credits): 29 (F)	This student must be reassessed in Module A because the mark is below 30 and therefore cannot be compensated.
Module B (20 credits): 46 (P)	
Module C (20 credits): 60 (P)	
Module D (20 credits): 60 (P)	
Module E (20 credits): 65 (P)	
Module F (20 credits): 55 (P)	

b) A second-year Integrated Master's student has the following profile of module marks:

Module A (20 credits): 45 (P)	<p>This student has failed 60 credits. 20 of these credits, Module B, are outright fails (0-29) and must be reassessed and 40 credits are in the compensatable range (30-39). The student could resit up to 60 credits of modules.</p> <p>They can choose to resit up to 60 credits (B, then either or both C and D). Or they could just resit B and hope to pass as C and D are in the compensatable range.</p> <p>The student should consider resitting C & D, as if when resitting B, if they were to get a fail mark in the compensatable range they would still have 60 credits of fail, therefore compensation wouldn't be available and they would fail. If all three were to be sat, this reduces the chance of that scenario.</p> <p>NB: If any module was outright failed at resit the student wouldn't be able to continue.</p>
Module B (20 credits): 20 (F)	
Module C (20 credits): 35 (F)	
Module D (20 credits): 35 (F)	
Module E (20 credits): 50 (P)	
Module F (20 credits): 55 (P)	

9. Can I apply the same compensation and reassessment rules to my M Level Capstone module?

The rules given above apply only to taught (non-Capstone) modules. Different rules about compensation and reassessment apply to the M level Capstone module:

- Capstone modules cannot be compensated.
- If you fail a Master's Capstone module with a mark below 40, then no reassessment is permitted.

- If you are given a 'marginal fail' mark of between 40 and 49 on your Capstone module, then you will have the chance to make amendments to the capstone element of the capstone module, to enable you to reach a pass mark (50). Details of the sort of revisions that would be expected are given in the Policy on [Assessment, Examiners and Marking and Feedback](#), and your academic department. But you will not be required to complete a different research activity or change the original research question.

Exceptional Circumstances

9. What if something exceptional happens to disrupt my studies and affects my ability to complete my modules?

If something exceptional happens that hinders your academic progress (such as a serious illness or bereavement), communicate with your academic supervisor as soon as possible. It is important that applications for exceptional circumstances be submitted to the department before assessments or deadlines. Further guidance can be found in the [exceptional circumstances webpages](#), which cover details of self-certification and the exceptional circumstances framework.

Study Abroad or a Year in Industry?

10. What if I have a study abroad or industry placement?

Some programmes include study abroad and placements or years in an employment setting. This may be an additional year which lengthens the normal period of study (e.g. resulting in a five-year Integrated Master's programme) or a year which replaces time at York (replacement years). Details of how marks from study abroad and work placements will feed into your degree classification and details of any reassessment opportunities will be set out in the regulations for your programme. Further details are available in the [Guide to Assessment, Standards, Marking and Feedback](#).

If you undertake study abroad or a work placement as additional credit and do not achieve that credit, you will usually be permitted to transfer to the relevant variant of the programme.

If you undertake study abroad or a work placement as replacement credit and do not achieve that mark/grade you will not be able to progress but may be eligible for a lower exit award.

Failure and Early Exit

11. What if I don't meet the progression or award requirements?

If you do not meet the requirements for a stage, you will not be able to progress. At the end of Stage 1 there may be an opportunity to repeat that one year of study, subject to certain conditions detailed below.

If, in the final stage of your programme, you do not achieve the required credits you will not be able to graduate with your intended award. However, you may be eligible for an alternative, lower award based on the credits that you have achieved. Similarly, if you choose to leave the University part way through your programme, you may be eligible for an early exit award based on credits achieved.

For example, if you do not meet the progression requirement from Stage 2 to 3 you may be eligible for a Certificate of Higher Education (based on the 120 credits you achieved in Stage 1).

In Stage 3 of an Integrated Master's programme, if you do not achieve all 120 credits for the stage you may still be eligible for an Ordinary degree (300 credits) or a Diploma of Higher Education (240 credits). If you do not achieve 120 credits in the final stage of your Integrated Master's, you will be eligible for a Bachelor's degree, based on the credits achieved in the previous stages. However, you may not be eligible for any alternative ratios in the calculation of your early exit or a lower exit award.

Award	Number of credits	Including
Integrated Master's degree	480	At least 120 Master's-level credits over Stages 3 and 4
Bachelor's Honours degree	360	At least 100 Honours-level credits
Ordinary degree	300	At least 60 Honours-level credits over Stages 2 and 3
Diploma of Higher Education	240	At least 90 credits at Intermediate level (Stage 2)
Certificate of Higher Education	120	At least 90 credits at Certificate level (Stage 1)

Failure of Stage 1

In the case of failure of Stage 1, and taking into consideration any decision by a department to opt out from this policy, the University normally permits students to repeat the whole of Stage 1, provided the student attained a minimum credit-weighted mean of 10 marks over all the modules

completed. This is subject to any student visa requirements, which will limit the number of times a student can undertake a first year in the UK overall, rather than just on one programme.

For most programmes this calculation will be performed at the end of Stage 1, although some programmes will make this calculation at the point where reassessment opportunities have been exhausted.

The marks for the failed stage will be included on the student's transcript, but will not be used in the calculation of any award.

Each student has one opportunity only to repeat study.

In all instances the whole year must be repeated, even if some modules have been passed, they will need to be taken again.