

Frequently Asked Questions about Your Module Results

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When will I be able to see my module results?

Your module results will display in your student record once they have been published by the relevant Module Board of Examiners.

What module result information will I be able to view?

Once published you will be able to view your overall module results and also expand results for each module to view individual assessment results. Your overall results will show the following information:

- A.** Module title and code
- B.** The amount of credit the module is worth
- C.** Your module result (to 2 decimal places).
- D.** Your Assessment Status – to indicate the outcome recommended by the Module Board of Examiners
- E.** Your final Module Grade (from your result after rounding – XX.49 is rounded down; XX.50 is rounded up)
- F.** The assessment sitting description – this reflects the “sitting” of the module in the **academic session** (year). This could be first, second or third. Please note this does not reflect the number of attempts you have had at the assessment on the module, for example it could be your 4th attempt but the first sitting in the current academic year.

Module Results						
A	B	C	D	E	F	
Module	Credits	Result	Status	Grade	Assessment Sitting Description	
▶ American History c1600-1850 B (4HUM0153-0206)	0	34	FREFB	34	First Sitting	
▶ American History c1600-1850 B (4HUM0153-0206)	15	46.5	P(40)	47	Second Sitting	
▶ Engaging With The Humanities (4HUM1018-0906)	15	99.99	P	Pass (P/F)	First Sitting	

Clicking on the black arrow to the left of a module will expand the display to show results of the individual elements of assessment that have contributed to your overall module grade.

Any assessment marked on a Pass/Fail basis will display a Pass result as 99.99 and a Fail result as 0.01.

Please note that when calculating an overall classification grade to determine your final award your module grade (column E) is used and not your module result (column C)

How is my module grade calculated?

The assessment(s) required for each module are defined in the Definitive Module Document (DMD). A module could require a single or multiple types of assessment (e.g. coursework, exam, practical assessment etc). Where a module requires more than one assessment type your results from these assessments are weighted and combined to create your overall module grade. Some assessment marks may contribute more to your overall grade than others, and some may not contribute at all, please refer to the assessment information on your module website for details.

The following is an example of how a module assessed as 50% coursework and 50% exam would be calculated

	Coursework 1	Exam 1
Weighting	50%	50%
Your marks	56	60
Weighted marks	$56 \times 50\% = 28$	$60 \times 50\% = 30$
Overall Module Grade	$(28 + 30) = 58$ (Your Module Grade)	

Do I need to pass all assessments on a module to pass the module overall?

Some modules require you to achieve the pass mark in each individual assessment to pass the module. In this case, failure in any individual assessment will result in failure on the module as a whole.

Other modules allow for an element of failure, meaning it is still possible to pass the module overall, even if you have failed an element of assessment. This however is all dependant on achieving an overall passing grade once the assessment marks from each element have been combined and weighted accordingly.

Please refer to the information available on your module website for details.

Could my module result change after it has been published?

Your results are ratified and approved by a Module Board of Examiners before publication.

Normally these results will not change. However, in the following circumstances your result may be amended:

- You have failed a module and the Programme Board of Examiners is prepared to award you a compensated pass – the assessment status for the module will be changed to “COMP” (only available when the Board is recommending a final Award).
- An error has been identified which needs to be put right
- The outcome of an investigation into an assessment offence recommends a grade reduction/penalty
- The outcome of an appeal results in a change of grade

If any of your results are changed after they have been published, you will receive written notification to let you know there has been a change.

What does my module assessment status mean?

The University uses module assessment statuses to indicate what outcome you have achieved in each module you attempt.

Statutes indicating a pass:

- P
- P(REF) – passed on referral
- P(REN) – passed on re-enrolment

Statutes indicating a deferral opportunity has been offered:

- DEFE – deferral in exam
- DEFC – deferral in coursework (or practical assessment)
- DEFB – deferral in both exam and coursework (or practical assessment)

If you receive any of these status codes it means you have been offered a deferral opportunity (i.e. to retake assessment at the next available opportunity without any grade penalty). Deferral is offered where the Board uphold your application for Exceptional Circumstances; where you were on a voluntary suspension of studies during the assessment period. Please note, where the Board has awarded a deferral due to an Exceptional Circumstances, you are only eligible to defer the specific assessment(s) for which your Exceptional Circumstances request was upheld. If your Exceptional Circumstances request is not upheld for any assessments, the original achieved grade will stand.

Please check with your School exactly which piece(s) of assessment you will need to submit for your deferral.

Statuses indicating a fail where a referral opportunity has been offered:

- FREFE – referral in exam
- FREFC – referral in coursework (or practical assessment)
- FREFB – referral in both exam and coursework (or practical assessment)

If you receive any of these status codes it means you have failed the module but have been offered a referral opportunity (i.e. to retake assessment at the next available opportunity – with a grade cap applied to the referred assessment). Please note that the referral will only apply to the specific piece(s) of assessment which you failed, any other assessments on the module which you passed will stand.

Please check with your School exactly which piece(s) of assessment you will need to submit for your referral

Other statuses indicating a fail:

- FREN – re-enrolment opportunity has been offered
- FNFA – no further attempts allowed

If you receive a status code of FREN it means you have failed the module but the Board have given you the opportunity to re-enrol on the module in the next academic session, no grade penalty will be incurred on your re-enrolment.

If you receive a status code of FNFA it means you have failed the module and you will not be able to make any further attempts.

For the full list of module assessment statuses please [click here](#).

What should I do if I fail a module?

Do not panic if you receive fail grades. You may need advice about the options available to you, particularly if you have failed multiple modules. In the first instance, you should look for programme specific information in your Programme Specification and on your School, Programme or Module websites. You can also contact your School to arrange to talk to one of your tutors.

If you have been offered a referral opportunity in a module, check with your School which specific piece(s) of assessment are affected. If you are unsure whether or not to take the referral, make sure you know all of your results and take advice from your Module Leader before making your decision.

What if some of my module results are missing?

Your results will not be displayed until the relevant Module Board of Examiners has sat and made its recommendations, so your grades may not all be displayed at the same time. You may need to check your Student Record more than once to see all of your grades. Grades may also be withheld from publication where the Module Board of examiners is waiting for additional information before it can make a final decision.

If you believe that any of your grades are incorrect, missing or you do not understand them, please contact the [Ask Herts team](#).

Will I be able to progress to the next stage of my programme?

Your programme of study has regulations concerning progression to the next stage of your programme and requirements for a final Award. In the first instance you should refer to the information in your Programme Specification or on your School, Programme or Module website, if you need further advice on whether you can progress please contact your Programme Leader.

Can I apply for Exceptional Circumstances?

If you have circumstances beyond your control that will affect your performance in assessment(s) you can submit a request for “Exceptional Circumstances”. Requests should be submitted, via your Student Record, no more than 15 working days after the assessment submission date and at least 5 working days before the date of the Module Board of Examiners. For full details please visit the [Exceptional Circumstances page on Ask Herts](#).

Please note that if you take an assessment (e.g. sit an examination or submit coursework), you deem yourself to be sufficiently able to do so and cannot later claim to have suffered Exceptional Circumstances so any retrospective request would be rejected. This is known as the “Fit to Sit” policy.

There are some exceptions to this “Fit to Sit” policy and where these exceptions apply, you can submit a request for Exemption from Fit to Sit. Please visit the [Fit to Sit page on Ask Herts](#) for further details.

What will happen if I have a proven assessment offence (or a suspected offence is under investigation)?

If you have a proven assessment offence – or if you are under investigation for a suspected offence, you will have been contacted and advised of the situation by the relevant Academic Integrity Officer.

Where offences have been proven the School Academic Integrity Officer, or the Student Academic Misconduct Panel will consider the outcome of the investigation and decide upon the appropriate penalty. This could include:

- reducing a pass grade
- changing a pass grade to a fail grade
- changing an FREFB, FREFC or FREFE status code to an FREN, or an FREN to an FNFA status code
- no change

If you are under investigation for an assessment offence your module result may change (in one of the ways described above) if the offence is proven once the investigation is completed.

Will I receive a written copy of my module results?

Normally you will not receive written notification of your results whilst you are continuing your studies.

You will be able to see (and print) your results from your Student Record, although please be aware that this print out is not designed to be used as formal evidence of your module grades.

If you are continuing your studies and require formal written evidence of your module results, you can request a Notification of Results (showing all your module results to date) by contacting the [Ask Herts team](#).

How can I view my GPA results?

Your GPA (Grade Point Average) will be displayed in the “GPA Progress” section at the end of each level or year you are studying for your undergraduate degree (please note postgraduate students are not eligible for a GPA).

For each module you study, a “Grade Point” will be displayed alongside the numeric grade, using a [standard scale](#). The GPA is then calculated from the average of the Grade Points at the end of each stage of your studies and then again upon completion of your undergraduate programme, to a

University of Hertfordshire approved methodology. Please note that if you have any module grades with the historic assessment status of P(40) or P(50) the grade point for these modules used in the GPA calculation will be capped to 1.75 or 2.5 respectively in line with UH regulations at the time those assessment statuses were awarded.

Please also note that you will not receive a Grade Point for any assessment that is marked on a Pass/Fail basis. More information can be found on the [GPA page on Ask Herts](#).