



University of  
St Andrews

## Undergraduate Senate Regulations

<b>Document type</b>	<b>Policy</b>
<b>Scope (applies to)</b>	Undergraduate students
<b>Applicability date</b>	30/08/2023
<b>Review / Expiry date</b>	29/08/2026
<b>Approved date</b>	23/08/2023
<b>Approver</b>	Senate Policies
<b>Document owner</b>	Deputy Head of Education Policy and Quality
<b>School / unit</b>	Education and Student Experience
<b>Document status</b>	Published
<b>Information classification</b>	Public
<b>EDI review/Equality impact assessment</b>	None
<b>Key terms</b>	Academic policies/Assessment, examination and award/Senate regulations
<b>Purpose</b>	Senate regulations governing all undergraduate degrees.

<b>Version number</b>	<b>Purpose / changes</b>	<b>Document status</b>	<b>Author of changes, role and school / unit</b>	<b>Date</b>
1.0	New undergraduate regulations following a significant overhaul	Approved	Emmy Feamster, Deputy Head of Education Policy and Quality	03/08/2023

## **Undergraduate Senate Regulations**

All policies directly referred to in the Senate Regulations can be found via the [Governance Zone](#).

In addition to the regulations set out below, the [Overarching Regulations](#) also apply.

### **Programmes and Programme Requirements**

1. Undergraduate and integrated masters degrees shall be awarded to candidates who have gained the requisite credits within the allocated period described below in Table 1 and satisfied the fee requirement.

Table 1:

<b>Award</b>	<b>Credit Requirements</b>	<b>Minimum duration of study</b>	<b>Maximum duration of study</b>
Certificate of Higher Education	<b>120</b>	2 Semesters	<b>N/A</b>
Diploma of Higher Education	<b>240</b> , including at least 80 at 2000 level	4 Semesters	<b>N/A</b>
BSc/MA/MTheol General (except in Faculty of Medicine)	<b>360</b> , including at least 80 at 2000 level, and at least 60 at 3000 level or above in modules offered by Schools in the relevant Faculty (Science, Arts and Divinity, respectively)	6 Semesters	<b>Full-time:</b> 8 semesters; <b>Part-time:</b> 16 semesters
BSc/MA/BD/MTheol Honours (except in Faculty of Medicine)	<b>480</b> , including at least 240 gained during the Honours part of the programme, of which at least 210 are at 3000 level or above, and at least 90 are at 4000 level or above	8 Semesters	<b>Full-time:</b> 10 semesters, of which maximum 6 for sub-Honours and exactly 4 for Honours <b>Part-time day-time:</b> 20 semesters, of which maximum 12 for sub-Honours and maximum 8 for Honours <b>Part-time evening:</b> N/A
BSc General (Faculty of Medicine)	<b>360</b> , including at least 80 gained at 2000 level; at least 60 gained at 3000 level; at least 60 gained in modules contributing to a degree in another Faculty, and at least 240 have been gained in modules in Medicine	6 Semesters	8 Semesters
BSc Honours (Faculty of Medicine)	<b>480</b> , including at least 120 credits at each of 2000, 3000, and 4000 level. Direct entry into 2000-level is the normal route of entry in which case 120 credits of advanced standing will be given by the Dean, with advice from the Faculty Executive Group, to approved candidates.	6 Semesters <b>full-time</b>	7 Semesters <b>Full-time</b>

<b>Award</b>	<b>Credit Requirements</b>	<b>Minimum duration of study</b>	<b>Maximum duration of study</b>
Integrated Masters Honours	<b>600</b> , including at least 360 gained during the Honours part of the programme, of which at least 330 are at 3000 level or above, and at least 120 are at 5000 level	10 Semesters	<b>Full-time:</b> 12 semesters, of which maximum 6 for sub-Honours and exactly 6 for Honours <b>Part-time day-time:</b> 24 semesters, of which maximum 12 for sub-Honours and maximum 12 for Honours <b>Part-time evening:</b> N/A
Honours with Integrated Year Abroad	<b>540</b> , including at least 300 gained during the Honours part of the programme, of which at least 210 are at 3000 level or above, at least 90 are at 4000 level or above, and 60 are gained during an Integrated Year Abroad.	10 Semesters	<b>Full-time:</b> 12 semesters, of which maximum 6 for sub-Honours and exactly 6 for Honours <b>Part-time day-time:</b> 22 semesters, of which maximum 12 for sub-Honours and maximum 10 for Honours (study on the integrated year abroad must be full-time) <b>Part-time evening:</b> N/A
Graduate Certificates	<b>60</b> credits at 3000 level or above.	1 Semester	<b>Full-time:</b> 1 semester <b>Part-time:</b> 2 semesters
Graduate Diplomas	<b>120</b> credits at 3000 level or above.	2 Semesters	<b>Full-time:</b> 2 semesters <b>Part-time:</b> 4 semesters

2. There shall be standard, minimum, and maximum credits for each mode of study as listed below in Table 2.

Table 2:

<b>Mode of Study</b>	<b>Standard credits per semester</b>	<b>Minimum credits per semester</b>	<b>Minimum credits per academic year</b>	<b>Maximum credits</b>	<b>Minimum Accumulated Credits</b>
Full-time undergraduate	60	20	80	160 per academic year, or 130 in first year. (Direct entry 2 <sup>nd</sup> year students are regarded as	80/160/240 after 2/4/6 semesters of study respectively

Mode of Study	Standard credits per semester	Minimum credits per semester	Minimum credits per academic year	Maximum credits	Minimum Accumulated Credits
				being in second year.)	
Full-time undergraduate (BSc Honours Medicine)	60	20	80	120 per academic year	60 at 2000 level, 120 at 2000 level, 120 at 3000 level after 2/3/5 semesters of study respectively
Part-time undergraduate (Day time)	30	15	40	80 per academic year	40/80/120/160/200/240 after 2/4/6/8/10/12 semesters of study respectively
Part-time undergraduate (Evening)	15-40	15	30	80 per academic year	80/160/240 after 4/8/12 semesters of study respectively
Full-time inbound exchange / study abroad	60	50	n/a	70 per semester	n/a

3. Students become eligible for an award from the University of St Andrews only if they have earned at least 50% of the credits contributing to the award in modules offered by the University, and satisfy the requirements set out in the [Advanced Standing Credits](#) policy and [Recognition of Prior Learning](#) policy.
4. The minimum duration of study indicated in Table 1 above may be reduced where Advanced Standing Credits or Recognition of Prior Learning have been granted.
5. A student may not enrol in a module without having fulfilled the published pre-requisite(s), except with permission of the relevant Head of School or delegated authority.

### Assessment and Progression

6. For each credit-bearing module, students shall be assessed in accordance with the University's approved Assessment policies.
7. A student's progress will be regularly monitored. In cases where progress and/or engagement raise concerns, actions and consequences will follow as described in relevant policies, including [Academic Alerts](#) policy, [Early Academic Intervention](#), and the [Student Absence](#) policy.

8. No student who has been absent from a module for more than two consecutive weeks or more than 10 consecutive teaching days, or a total of 15 non-consecutive teaching days shall be permitted to continue in that module, save in exceptional circumstances and with the consent of the Assistant Vice-Principal (Dean of Learning and Teaching).
9. Students whose progress at overall degree level gives cause for concern will be subject to the Early Academic Intervention policy.
10. Students who fail to satisfy the requirements of a module by failure to submit work within stipulated deadlines and after due warning, or who have been absent from the teaching of a module for 2 continuous weeks, shall, save in exceptional circumstances and with the permission of the Assistant Vice-Principal (Dean of Learning and Teaching), have forfeited the right to continue to attend the module, and may be required either to take [Leave of Absence](#) or to terminate their studies at any time of the year.
11. The University may terminate a student's studies in cases where progress is unsatisfactory due to a student's failure to meet the minimum requirements for their degree programme as set out in Regulation 2 above.
12. Semesters of study previously accumulated in a different Faculty, not resulting in an award, are included when considering minimum credit accumulation rates.
13. Students shall be awarded a grade for a module provided they satisfy the rules set out in [Assessment Policies and Procedures](#).
14. The types of Honours and Integrated Masters degree programmes are as follows.

Table 3:

<b>Degree Type</b>	<b>Structure</b>
Single Honours and Integrated Masters	One subject is named in the degree title. At least 75% of the required credits in the Honours part of the programme must be in that subject.
Joint Honours and Joint Integrated Masters	Two subjects are named in the degree title. More than 33% of the required credits in the Honours part of the programme must be in each of those subjects.
"With" Honours	Two subjects are named in the degree title. Between 25% and 33% of the required credits in the Honours part of the programme must be in one of those subjects, and the remainder in the other.
Triple Subject Honours	Three subjects are named in the degree title. Between 25% and 50% of the required credits in the Honours part of the programme must be in each of those subjects.
BA International Honours	One subject is named in the degree title. At least 75% of the required credits in the Honours part of the programme must be in that subject.

15. A student's eligibility to enter into Honours depends on the Honours degree programme and is subject to requirements detailed in the policy on [Entry to Honours](#). Before entering Honours, a student must have gained at least 220 credits including at least 80 credits at 2000 level.
16. No full-time student may enrol for a module at 3000-level or above with fewer than 200 credits, including at least 40 at 2000-level.

17. A student cannot progress beyond the first two semesters of an Honours programme if they have not gained 240 credits in 1000- and 2000-level modules, including at least 80 credits at 2000 level unless with the approval of the Assistant Vice-Principal (Dean of Learning and Teaching).
18. A student in any part of an Integrated Masters programme who fails to reach a sufficient level of attainment in the assessment for the modules taken in any academic year may be required by the relevant Head of School to transfer to an Honours BSc programme in accordance with attainment expectations listed in the School handbook.

### **Awards and classification**

19. A student who is eligible to be awarded their intended degree qualification will be awarded a degree with an outcome classification. Degree classifications will be calculated in accordance with the [Classification Policy](#).
20. Schools shall, in accordance with the [Assessment Policies and Procedures](#) and the [policy on External Examining \(UG & PGT\)](#), convene module boards to consider reports of the examiners. Thereafter, Schools shall recommend to the Assistant Vice-Principal (Dean of Learning and Teaching) that either:
  - a. The intended degree be awarded; or
  - b. An exit award be offered where the candidate has not reached the required standard for their intended degree but is eligible for an alternative award.
21. The Assistant Vice-Principal (Dean of Learning and Teaching), once satisfied that all the requirements of the Regulations have been observed, shall convey the recommendation of the School to the Senatus Academicus.

### **Regulations for Medicine**

22. The University is bound by the rules of the General Medical Council (GMC) and applies a regulation that only those students who are fit to become doctors may progress to a course that awards a Primary Medical Qualification (PMQ). Transfer to the MBChB, or equivalent medical degree, is conditional on achieving the academic standards for progression and being deemed Fit to Practise. All students studying for a degree in Medicine must follow the Fitness to Practice Policy.
23. The following rules shall apply to Undergraduate students in Medicine:
  - a. Overarching regulation 25 is not applicable to Undergraduate students in the School of Medicine.
  - b. In Medicine, in order to continue to a further academic year, a matriculated student must have achieved credits in the current academic year of study.
  - c. Students on probation must achieve a passing module grade in Semester 1 to be allowed to proceed to Semester 2. Where a passing grade is not achieved, a student on probation will be required to take leave of absence.
  - d. All students must fulfill the minimum requirements as described in Tables 1 and 2. Students who fail to meet these requirements will have their studies terminated.
  - e. A student whose studies have been terminated will cease attending modules. Such students may seek a formal review of the termination of studies decision on academic grounds as described in the policy on Student Academic Appeals.
  - f. In the event of such students having submitted a Stage 1 academic appeal they may only resume attendance at, and continue to attend, classes until:

- i. The expiry of the deadline for the submission of a Stage 2 Senate level appeal, with the express agreement of the School; or
    - ii. If a Stage 2 appeal is submitted, until the conclusion of the Stage 2 appeal, with the express agreement of the School.
  - g. The record for a student whose studies are terminated will remain open until expiry of the deadline for submission of a Stage 2 Senate level academic appeal, or until the conclusion of the Stage 2 appeal if submitted. The student's record will be closed if the deadline for submission expires without a Stage 2 appeal having been lodged, or on conclusion of the Stage 2 appeal, if such an appeal has been unsuccessful.
24. Entry to Honours in Medicine is governed by rules specific to Medicine, which operates a system of conditional Honours Entry.

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1.0	New undergraduate regulations following a significant overhaul	Approved	Emmy Feamster, Deputy Head of Education Policy and Quality	03/08/2023