

CATEGORISATION OF STUDENT PERFORMANCE

Normal Results

Student performance is normally graded as follows:

H	High Distinction	85 – 100%
D	Distinction	75 – 84%
C	Credit	65 – 74%
P	Pass	50 – 64%
N	Fail	less than 50%
S	Non-graded Pass	

Interim Results

Students may be given an interim result as follows:

X Extra Work

This grade is awarded where, in the judgement of the teacher, additional work and/or assessment must be undertaken and completed successfully by the student before confirming the final mark. It can also be used, at the discretion of the teacher, when a student receives an overall mark which is between 47-49%.

It will lead to no grade higher than a pass upon the completion of the extra work by the student. The date of completion will be determined by the relevant lecturer, in light of the relevant SCD policy, normally within a month of the commencement of the following semester. The revised final grade will be submitted to the Academic Standards Committee with the results for the following semester.

E Extension

This grade may be given under extenuating circumstances, such as illness, accident, misadventure or any other serious problem which make it impossible for the student to complete assignment(s) by the end of the semester. An overall extension for a unit may be given when the student has completed at least one of the prescribed assessment tasks. The fact that several pieces of written work for different units are due within a short period is not a valid excuse for the granting of an extension. Students are expected to plan their study, employment and extracurricular activities so that they are able to submit work by the due date. Upon completion of the work any grade can be given. The date of completion is determined by the relevant lecturer, in light of the relevant SCD policy, normally within a month of the commencement of the following semester. The revised final grade will be submitted to the Academic Standards Committee with the results for the following semester.

I Incomplete

This grade is used when normally one of the assessment tasks for a unit is incomplete. The student will have previously provided an explanation to the MI Academic Board in writing clearly stating the reasons that extra time is being sought. It will lead to no grade higher than a pass upon the completion of the work by the student. The date of completion will be determined by the relevant lecturer, in light of the relevant SCD policy, normally within a month of the commencement of the following semester. The revised final grade will be submitted to the Academic Standards Committee with the results for the following semester.

U Unavailable Result

This grade is given where grades are unavailable at the time of monitoring of results through no fault of the student. A covering letter by the MI explaining the reasons for U results must be submitted during the Semester Monitoring of Results.

IP In Progress

The In Progress grade is used where a unit of study continues into the following semester. This will automatically flag that no final result is due until the end of the next semester. This grade is also used when a research essay or thesis has been submitted for examination and the final result is still to be resolved.

Other Results

Students may be given a non-credit result as follows:

W Withdrawal

The Withdrawal grade is awarded where the student withdraws from a unit before the cut-off point prescribed by the Member Institution. Withdrawal is not regarded as any form of academic credit; nor does it prejudice the student's academic record.