

REGULATIONS AND ADVICE FOR STUDENTS' PARTICULAR ATTENTION – INDEX

(Amendments to version 08.1, UPR SA07 are shown in italics.)

1 INTRODUCTION

- 1.1 As a condition of their registration, all students of the University of Hertfordshire are required to comply with the University's rules, regulations and procedures.
- 1.2 These rules, regulations and procedures are published in a series of documents called 'University Policies and Regulations' (UPRs).
- 1.3 The University requires that all students consult these documents which are available on-line, on the UPR web site, at:
<http://www.herts.ac.uk/secreg/upr/>
Copies may be obtained from Governance Services (Telephone: 01707 285126; e-mail: a.courtney@herts.ac.uk).
- 1.4 The UPR series includes the **Student Code of Conduct** (UPR SA01), which explains the University's expectations of students and its responsibilities to them, as well as the University's policies and regulations governing **Student and Applicant Complaints** (UPR SA16). Further information concerning both of these documents is available on the Dean of Students' website, on StudyNet).

2 ACADEMIC REGULATIONS FOR UNDERGRADUATE AND TAUGHT POSTGRADUATE STUDENTS

- 2.1 The index in section 3 of this document includes the UPRs that contain the academic regulations of particular relevance for undergraduate and taught postgraduate students, these are:
- 2.1.1 **Structure and Assessment Regulations – Undergraduate and Taught Postgraduate Programmes – UPR AS14**
which explains: how modules are graded; how a degree is awarded and classified; the rules relating to progression; module failure; serious adverse circumstances; cheating and plagiarism;
(**Note:** Programme Specifications may also identify additional requirements that apply to an award and/or its classification, for example, because of Professional Body accreditation requirements. Students should refer to the relevant Programme Specification which is available on StudyNet or contact their *Programme Leader*.)
- 2.1.2 **Schedule of Awards – UPR AS11**
which explains the credit requirements for each of the awards that the University confers;
- 2.1.3 **Assessments and Examinations (Undergraduate and Taught Postgraduate) and Conferments (University-delivered provision) – UPR AS12**
which explains: the coursework assessment and examination regulations (further information is available on the Exams and Awards Office website, on StudyNet); how to appeal against the decision of a Board of Examiners (section 5, Appendix I, UPR AS12) (further information is available on the Dean of Students' web site, on StudyNet); and the coursework assessment and examination regulations for disabled students (Appendix II, UPR AS12).

- 2.2 Important information concerning changes to the University's academic regulations for undergraduate and taught postgraduate regulations and the implications of these changes for students can be accessed via the following link:

<http://www.studynet2.herts.ac.uk/ptl/common/studentcentre.nsf/page/98370E73AE82CA21802577E60057CE00x>

3 REGULATIONS AND ADVICE FOR STUDENTS' PARTICULAR ATTENTION – INDEX

The University wishes to draw students' particular attention to the following documents within the UPR series.

It should be noted that the University may amend or withdraw any of the regulations and procedures listed in section 3 of this document at any time and reserves the right to introduce new regulations and procedures at any time during the Academic Year for the proper administration of the University or the provision of education.

A

Admissions - Research Students **SA02**

Admissions - Undergraduate and Taught Postgraduate Students **SA03**

Assessments and Examinations
- Candidates with Disabilities or other Additional Needs
(Partner Organisation-delivered provision) **AS13 Appendix II**

Assessments and Examinations
- Candidates with Disabilities or other Additional Needs
(University-delivered provision) **AS12 Appendix II**

Assessments and Examinations - Regulations for Candidates
(Including Requests for the Review of Examination Decisions
(Appeals Procedure)) (Partner Organisation-delivered provision) **AS13 Appendix I**

Assessments and Examinations - Regulations for Candidates
(Including Requests for the Review of Examination Decisions
(Appeals Procedure)) (University-delivered provision) **AS12 Appendix I**

Assessments and Examinations
(Undergraduate and Taught Postgraduate)
and Conferments (Partner Organisation-delivered provision) **AS13**

Assessments and Examinations
(Undergraduate and Taught Postgraduate)
and Conferments (University-delivered provision) **AS12**

Assessment Offences **AS14 Appendix III**

B

Bullying and Harassment **EQ10**

C

Careers Education, Information and Guidance **SA09**

Children, Young People and Vulnerable Adults **HS07**

Closed Circuit Television (CCTV) Code of Practice **HS04**

Code of Practice - Children, Young People and Vulnerable Adults	HS07 Appendix I
Computer Network Management Policy	IM01 Appendix I
Computer Networks, Security of Information Systems and the Protection of Information Systems from Computer Viruses	IM01
Confidentiality Agreement (Text)	CA04 Appendix II
D	
Data Protection	IM08
Drug and Alcohol Misuse by Students	SA11
E	
Equality and Diversity Policy	EQ03
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Freedom of Speech	EQ04
I	
Intellectual Property	CA04
Intellectual Property Agreement (Text)	CA04 Appendix I
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Research Degrees – Generic Institutional Regulations	AS10
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Security of Management and Administrative Information	IM01 Appendix II
Software and On-Line Resources	IM13
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Structure and Assessment Regulations – Undergraduate and Taught Postgraduate Programmes	AS14
Student Attendance Regulations	SA06
Student Code of Conduct	SA01
Student and Applicant Complaints	SA16
<i>Student Fitness to Practise</i>	SA15
Student Discipline	SA13
Student Mental Health	EQ07
Student Withdrawal Regulations	SA14
Studies Involving the Use of Human Participants	RE01

Mrs S C Grant
Secretary and Registrar
Signed: **1 August 2016**