

Guidance for Boards of Examiners: Summary for UG and PGT Students

The Guidance for Boards of Examiners is a series of documents provided to support staff who are running Boards of Examiners meetings and processing marks, progression and award decisions in summer 2021. The guidance also contains information about how progression and award decisions have been taken this year as a result of the ongoing pandemic situation and the Policy on Fair Assessment and Fair Outcomes that we put in place this year. Students are welcome to access the full guidance for [UG](#) and [PGT](#) Boards, although the following sections are of most direct relevance:

- **Section 2:** Information about the role of Boards of Examiners and their responsibility for oversight and confirmation of marks, progress decisions and awards.
- **Section 3:** Information about how degree classifications have been calculated. Anonymised marks profiles are reviewed for each graduating student to determine the degree classification, taking into account credit requirements and overall marks achieved, to ensure that students are not disadvantaged by the ongoing pandemic situation.
- **Section 4:** Information about the role of the external examiner in scrutinising and endorsing the outcomes of assessment process, confirming results and progress decisions. This includes endorsement of all degree classifications, following a review of each student's mark distribution at the Board of Examiners meeting. The aim is to ensure that the University is maintaining academic standards and that students have been treated fairly and have not been disadvantaged by the ongoing pandemic situation.
- **Section 8:** Information about how extenuating circumstances have been handled, providing continued flexibility and support for students this year.
- **Appendix K:** Overall summary of approach to Boards of Examiners meetings in summer 2020.