

## TEDI-LONDON

### ACADEMIC REGULATORY FRAMEWORK

<b>Summary</b>	Overview of TEDI-London's Academic Regulations and Policies		
<b>Policy Owner</b>	Registrar		
<b>Policy Sponsor</b>	Academic Board		
<b>Policy applies to</b>	All students and staff of TEDI-London		
<b>Related legislation and policy</b>	<ul style="list-style-type: none"> <li>- Admissions Policy</li> <li>- Academic Awards Framework</li> <li>- Assessment Regulations</li> <li>- Mitigating Circumstances Policy</li> <li>- Academic Integrity Policy</li> <li>- Academic Award and Progression Regulations</li> <li>- External Examining Policy</li> <li>- Policy for External Advisers to TEDI-London Academic Programmes</li> <li>- Academic Appeals Policy</li> </ul>		
<b>Equality impact assessment completed</b>	August 2021		
<b>Version</b>	4		
<b>Date of implementation</b>	September 2021	<b>Date of next formal review</b>	September 2022

#### DOCUMENT CONTROL

<b>Date</b>	<b>Version</b>	<b>Action</b>	<b>Amendments</b>
09/2019	1	Document created	
05/2019	1	Approved by Academic Board	
09/2020	2	Document updated	Document reworked from previous versions of Academic Regulations, Assessment Handbook and Quality

			Manual. Merged with Variation of Regulations Policy.
12/2020	3	Document updated to reflect discussions at November 2020 Academic Board	Updates made to reflect changes made to the following: <ul style="list-style-type: none"> <li>• Assessment Regulations</li> <li>• Mitigating Circumstances Policy</li> <li>• Academic Integrity Policy</li> <li>• Academic Award and Progression Regulations</li> <li>• Academic Appeals Policy</li> </ul>
05/2021	4	Document updated to reflect discussions at March 2021 Academic Board and findings of Registry review of regulations and policies	Updates made to reflect changes made to the following: <ul style="list-style-type: none"> <li>• Academic Committees Regulations</li> <li>• Academic Awards Framework</li> <li>• Policy for External Advisers to TEDI-London Academic Programmes</li> <li>• Assessment Regulations</li> <li>• Academic Award and Progression Regulations</li> <li>• External Examiner Policy</li> </ul>

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## **1. OVERVIEW**

- 1.1. TEDI-London's Academic Regulatory Framework is mapped to the QAA Quality Code, guidance on good practice from the Competition and Markets Authority (CMA), and the Office of the Independent Adjudicator (OIA).
- 1.2. The Academic Regulatory Framework applies to students on all taught programmes of TEDI-London starting in September 2021; you will remain on these Regulations for your time on the programme, notwithstanding any change processes described in Changes to the Academic Regulatory Framework.

## **2. PURPOSE**

- 2.1. The Academic Regulatory Framework:
  - a. sets and maintains the academic standards of TEDI-London
  - b. promotes transparency and consistency across all programmes, ensuring that students are treated fairly and equally, and
  - c. provide you (the student) with a clear set of expectations in relation to your academic conduct and achievement.

## **3. COMPONENTS OF THE ACADEMIC REGULATORY FRAMEWORK**

- 3.1. This document should be read alongside the following documents. Together, these make up the Academic Regulatory Framework:
  - Academic Appeals Policy
  - Academic Awards Framework Regulations
  - Academic Award and Progression Regulations
  - Academic Integrity Policy
  - Admissions Policy
  - Assessment Regulations
  - External Examining Policy
  - Mitigating Circumstances Policy
  - Policy for External Advisers to TEDI-London Academic Programmes

## 4. SCOPE OF THE ACADEMIC REGULATORY FRAMEWORK

- 4.1. The Academic Regulatory Framework covers TEDI-London students, incoming exchange students, and where relevant, associate students.
- 4.2. You are a **student** of TEDI-London if you are registered on one of our programmes. A 'programme' means full-time study at undergraduate or postgraduate level leading to an award.
- 4.3. You are an **exchange student** if you are a student from another institution studying for a period at TEDI-London. Whilst at TEDI-London, you are governed by the same regulations as our students.
- 4.4. If you are pursuing non-accredited study in the institution, you are defined as an **"Associate Student"**. Non-accredited study means full-time study at any level which does not in itself lead to an award. You may study modules which are offered as part of award-bearing programmes or might participate in a TEDI-London short programme (e.g. a summer school). Associate students may be issued with a Certificate of Achievement, or Certificate of Attendance on completion of the scheme; these do not, however, constitute an award of TEDI-London.

## 5. CHANGES TO THE ACADEMIC REGULATORY FRAMEWORK

- 5.1. The Academic Board is responsible for oversight of the Academic Regulatory Framework. It will review it annually and may approve changes.
- 5.2. You will be informed of minor updates or changes in writing as they are confirmed, via the process outlined in the Student Consultation Framework.
- 5.3. You will have an opportunity to consult on significant changes; we will provide clear guidance on how to do this.

## **6. VARIATION OF THE ACADEMIC REGULATORY FRAMEWORK**

6.1. In extraordinary circumstances, parts of the Academic Regulatory Framework may need to be varied. This would be in cases when:

- There are exceptional and/or unusual circumstances which could not have been foreseen which impact on students; and
- To apply the regulations as they stand in this exceptional/unusual circumstance would unfairly and disproportionately disadvantage the students concerned.

### **6.2. DEFINITION OF EXTRAORDINARY CIRCUMSTANCES**

6.2.1. Extraordinary Circumstances may be caused by external factors beyond our control, which interfere with normal assessment processes or procedures and create a risk that decisions on your awards or progression are delayed, though the functioning of TEDI-London is not affected long-term. Examples include episodes of industrial action, or disruptive natural events such as epidemics or extreme weather.

6.2.2. We are committed, even in extraordinary circumstances to maintain the academic standards of our programmes, the credibility of our awards and our reputation. Every reasonable step will be taken to ensure that students can be awarded or progress through their programme.

6.2.3. We will make a formal declaration at the beginning and end of any period of extraordinary circumstances which impact upon either the programme or all of TEDI-London and you will be informed of the variations that have been put in place.

### **6.3. APPROVAL OF VARIATION REQUESTS**

6.3.1. The Academic Board will be responsible for approving special arrangements for the determination of awards and progression in the light of the extraordinary circumstances.

6.3.2. The decisions open to the Academic Board are:

- to delay recommendations until full information is available.
- to allow recommendations to be made on a basis of less than complete profiles of marks. These recommendations must be decisive but may be partial, e.g. the award of a qualification but with the classification delayed; progression to the next year but with the possibility of one or more modules required to be reassessed or retaken.

6.3.3. Where approved modes of assessment within a module or programme have been disrupted by extraordinary circumstances, the Academic Board may authorise the use of modes of assessment different from those set out in approved programme documentation, provided that:

- such alternative modes of assessment enable a judgement to be made about whether specified learning outcomes have or have not been achieved; and
- such alternative modes of assessment are approved by relevant External Examiners and professional bodies, where appropriate.