

Bradford College

I am pleased to inform you that your confirmed assessment results are now available via the Student Portal:

<https://ontrackprospect.bradfordcollege.ac.uk/>

If you have any queries about your results, in the first instance, please email your Personal Tutor, Programme

Leader or HEawards@bradfordcollege.ac.uk

Yours sincerely

Assessment Board Chair

Below is the list of codes and decisions used to describe the status of your assessment components and Module results:

Table 1: Module Results

Pass/Merit/ Distinction	You have passed the module no further action required.
Refer	You have not passed the module but have been granted a further attempt. Please see assessment component results as only failed components require reassessment. No further attendance is required. Second referral in any assessment component will result in the module being capped at the pass mark. This will normally be your final opportunity to pass the module.
Defer	You have approved mitigation which grants you another opportunity to submit/attend your assessment. No further attendance is required. The attempt will not be capped (unless your mitigation was approved against a referral/repeat attempt).
Compensation	The module has met the requirements for compensation no further action is required
Fail Repeat	You have not passed the module but have been granted a further attempt in the next academic year. You are required to repeat all assessment components of the module (even those you have passed) with attendance. Repeat of a module will result in the module being capped. Fees may be charged if you are not eligible for progression.
Fail	You have failed the module and no further attempts are available
Not Complete	You have outstanding results or attempts please see assessment component outcomes for further information (this may also signify where the decision to offer reassessment is pending to be confirmed at the next board) Only submit components indicated by a reassessment/defer decision.
Not Placed	You have not yet been placed on a required placement tied to your programme of study. A decision on your
Chair's Action	This will be used when there is outstanding information required for the board to reach a decision at module level. This will be processed as soon as possible and a further transcript released once a decision has been reached.

Table 2: Assessment Component Outcomes

P - Pass	Assessment component passed
EXT/N - Extension	Extension approved/non-submission after extension deadline
WL – Word Limit Exceeded	Word limit exceeded - penalty applied
LS/L1D	Late Submission - penalty applied
R – Reassessment	You have not passed the assessment but have been granted a further attempt. Please see module outcome for category of reassessment offered.
D - Defer	You have approved mitigation which grants you another opportunity to submit/attend your assessment. No further attendance is required. The attempt will not be capped (unless your mitigation was approved against a referral/repeat attempt).
ACC – Mitigation Accepted	Your application for mitigating circumstances was accepted
REJ6 – Mitigation Rejected	Your application for mitigating circumstances was
REJEB – Mitigation Rejected by Assessment Board	Your mitigation was approved but removed by the Assessment Board. This is usually applied when a student has passed the module with a mark within the average range of stage/level.
CA –Chair’s Action	This will be used when there is outstanding information required for the board to reach a decision at module level. This will be processed as soon as possible and a further transcript released once a decision has been reached.
N – Non-Submission	The assessment was not submitted/attended
NSBS – Non-Submission of mark by staff due to strike action /staff sickness	The mark for the work submitted by the student was unable to be marked and/or the mark was not submitted to the assessment board for ratification. The mark will be presented at the next Assessment Board for ratification
M1, M2, M3, M4 S1, S2, S3, S4	Academic Misconduct penalties. Please refer to the Academic Misconduct regulations for more guidance.
P – Pending	Assessment outcome pending

Table 3: Award and Progression decisions

Decision	Definition
Pass and Complete	Student has achieved their target award
Pass and Proceed	Student can progress to the next level – you will be contacted to enrol for your next level of study.
Proceed with Results Outstanding (with attendance)	<p>You have been permitted to proceed to the next level of study with outstanding results please see notes above regarding your module or assessment component results and seek advice with regards to additional requirements for these outstanding modules/assessments.</p> <p><i>You will be expected to attend classes and submit at the “normal” assessment point for the module.</i></p> <p>Please note that outstanding attempts may be your final attempt at the module and failure could result in you being withdrawn from the course and not being eligible for your target award even if you successfully complete the next level of study. There will be no charge for these additional modules.</p>
Proceed with Results Outstanding (without attendance)	<p>You have been permitted to proceed to the next level of study with outstanding results please see notes above regarding your module or assessment component results and seek advice with regards to additional requirements for these outstanding modules/assessments.</p> <p><i>You will be not be expected to attend any classes and reassessment will be due within six weeks of notification of results.</i></p> <p>Please note that outstanding attempts may be your final attempt at the module</p>

	and failure could result in you being withdrawn from the course and not being eligible for your target award. There will be no charge for these additional modules.
Refer	Student is a potential finalist but has referrals outstanding - the board has offered you the opportunity to redeem failure (with or without mitigation) this opportunity will be made available to you over the resit period. Please note that these outstanding attempts may be your final attempt at the module and failure could result in you being withdrawn from the course and not being eligible for your target award.
Defer	Student is a potential finalist but has deferrals outstanding - the board has offered you the opportunity to redeem failure (with or without mitigation) this opportunity will be made available to you over the resit period. Please note that these outstanding attempts may be your final attempt at the module and failure could result in you being withdrawn from the course and not being eligible for your target award.
Repeat	<p>Student is a potential finalist but has to repeat a module/s with attendance.</p> <p>You will be required to register for any modules which have been given a repeat/fail repeat decision and pay associated fees where relevant.</p> <p>Please note that these outstanding attempts may be your final attempt at the module and failure could result in you being withdrawn from the course and not being eligible for your target award.</p>
Interim & Finish	Student withdrawn or not permitted to proceed with their studies but eligible for an award, the interim award will be specified on your transcript. Your Certificate will be issued in due course.
Fail & Finish	Student not permitted to proceed and not eligible for an interim award. You have been withdrawn from the course, your transcript will confirm whether you have passed any modules.
Chair's Action	This will be used when there is outstanding information required for the board to reach a decision. This will be processed as soon as possible and a further transcript released once a decision has been reached.
Level Incomplete	Student has outstanding assessments to be reassessed in August
Continue	Student permitted to continue with the remaining modules on their current level

Part Time Students

If you have not yet reached the end of a level you have been assessed for your eligibility to continue and/or be reassessed. A 'Level Incomplete' decision signifies that you have been offered reassessment/deferral opportunities over the August resit period. A decision of 'Continue' means that there is no further action to be taken at this point and you will be permitted to continue your studies at your current level, modules with a repeat/fail repeat outcome will be studied alongside your remaining modules at that level. If you have a failed module but have been granted the opportunity to Continue this decision may have been made to allow you to gain credits to make you eligible for an interim award. Please speak to your tutor regarding this.

Further Information

Please note there is no automatic right to be offered reassessment and the Assessment Board can exercise it's right to offer no further attempts at a module. If you have been offered a reassessment opportunity this can be offered either as a referral or as a failed repeat/repeat module and this will be at the discretion of the Assessment Board and take into account the level of attendance and engagement on the module/course.

The University of Bolton Assessment Regulations for Undergraduate programmes can be found here:

<https://www.bolton.ac.uk/assets/Uploads/student-policy-zone-24-25/Assessment-Regulations-for-Undergraduate-Programmes-2024-25-V10.pdf>

The University of Bolton Assessment regulations for Postgraduate programmes can be found here:

<https://www.bolton.ac.uk/assets/Uploads/student-policy-zone-24-25/Assessment-Regulations-for-PGT-Programmes-2024-25.pdf>

Pearson Education/Edexcel assessment regulations can be found here:

<https://www.bradfordcollege.ac.uk/wp-content/uploads/2024/12/2024-25-Assessment-Regulations-Pearson-Education.pdf>

ABDO Assessment Regulations can be found here:

<https://www.bradfordcollege.ac.uk/wp-content/uploads/2024/12/2024-25-Assessment-Regulations-ABDO.pdf>

Leeds Trinity University Assessment Regulations can be found here:

<https://www.leedstrinity.ac.uk/media/site-assets/documents/key-documents/pdfs/taught-programme-academic-regulations.pdf>

If you have any queries with your results you can, in the first instance, please contact your personal tutor, programme leader, or email HEawards@bradfordcollege.ac.uk

Under exceptional circumstances you may request a review of the decision of the Assessment Board through the University of Bolton Appeals Regulations and Procedures (within 15 working days of your results being formally published). To request an appeal of the outcome of the Assessment Board, contact the Appeals team at appeals@bradfordcollege.ac.uk.

<https://www.bradfordcollege.ac.uk/wp-content/uploads/2024/12/2024-25-Academic-Appeals-Procedures-for-Higher-Education-Students.pdf>

You can also obtain help and guidance from your personal tutor, the module or programme leader and the Students' Union.

Please remember if you experience unforeseen, severe and exception personal difficulties which adversely affect your academic performance it is your responsibility to engage with the Mitigating Circumstances process. Please speak to your tutor in these instances and refer to the Regulations and Procedures for the Submission and Consideration of Mitigating Circumstances.