

Type	Publication	Progress	Award	Study Aim
T125.JUL.PGR.NETC	13/07/18	B1	-	PGR



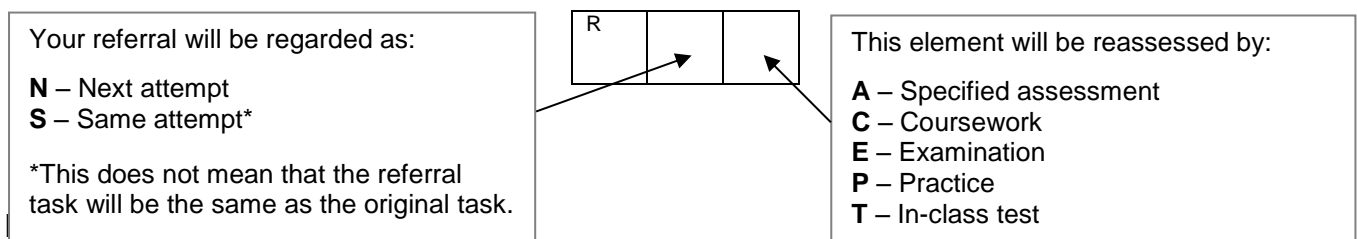
**UNIVERSITY OF
PLYMOUTH**
Doctoral College

Important information regarding your results

You have **not yet passed all of your modules**.
You must complete one or more **referral** assessments.

Please take a careful look at your transcript. There is a key to the codes used on the reverse.

A three-letter code beginning with **R** next to one or more elements is a referral code which means you must complete further assessment in that element for the corresponding module. An element is **coursework, examination, practice, in-class test** or **pass/fail assessment**. The other two letters indicate whether the referral is as a **S** same or **N** next attempt, and how the element will be reassessed.



RNC against **coursework** means that you have been **referred in that coursework** and must complete **reassessment by coursework** and this would be regarded as your next attempt.

RNC against **examination** means that you have been **referred in the examination** but must complete **reassessment by coursework** and this would be regarded as your next attempt.

Note: If you have been referred in both elements for a module then you are required to completed separate work for each element.

This is what you need to do:

1) Now – Referral tasks available to download

For elements with referral codes ending in **A, C, P** or **T**, download your referral tasks from <https://dle.plymouth.ac.uk/course/view.php?id=26651>. For some modules, there may be more than one task according to the element the task is to cover so please ensure that you complete the correct task(s). If you encounter any difficulties, you must contact the Doctoral College urgently. Your work must be submitted exactly in accordance with instructions on the website and we must receive all of your completed tasks by the formal deadline of **15.00hrs on Thursday 16 August 2018**.

2) On Thursday 26 July 2018 – Referral examination timetable published

If you have any elements with a referral code ending in **E**, you must sit an exam for that module. Examinations take place from **Monday 20 August 2018** until **Friday 24 August 2018 inclusive** and the timetable at www.plymouth.ac.uk/services/exams will list the venue, time & date of each. If you have modified examination provision, your timetable will differ and details will instead be emailed to your university email address. Before sitting your exams, it is extremely important that you familiarise yourself with information at the above website.

3) Friday 10 August 2018 – Deadline to request to repeat modules instead

You can request to repeat all of the modules you have yet to pass over the next academic year instead of completing referrals in them. It is very important that you understand the full

Type	Publication	Progress	Award	Study Aim
T125.JUL.PGR.NETC	13/07/18	B1	-	PGR

implications of doing this and any costs involved. If you are considering doing this, please contact the Doctoral College before the deadline.

Results of your referrals

Your referral results will be published on **Wednesday 12 September 2018**. You should receive a new transcript and will also be able to view your referral results on the portal. If you fail your referrals, you may be asked to repeat modules over the next academic year and would not then be considered for progression to the next stage of your programme until the year after.

For more information about **referral** and for more detail to accompany the brief points below, please visit www.plymouth.ac.uk/results.

- **Confirmation of marks**

Please see the above link for a detailed explanation of the policies and procedures leading to the publication of your results.

- **Enrolment for next year**

To continue your studies over the next academic year, you must complete the online enrolment process. Subject to your referral results, you will be able to complete online enrolment from **Wednesday 12 September 2018**. If at any time you decide that you do not wish to continue with your current programme of study, please contact the Doctoral College.

- **Appeals**

If you wish to appeal against the decision of the Award Assessment Board, you must do so by **Friday 27 July 2018**.

- **Extenuating Circumstances**

If you have submitted valid extenuating circumstances during the year, these will have been considered by the Award Assessment Board.

- **Outstanding Debts**

If you have any outstanding debts with the University, you may be unable continue with your studies. Please contact Finance & Sustainability on 01752 588130 or email tuitionfees@plymouth.ac.uk

If you have any further questions, please contact the Doctoral College or see the Student Handbook at <https://www.plymouth.ac.uk/studenthandbook>

If you have any queries or if you require this in a larger print, please contact the Doctoral College – 01752 587640 or email doctoral.college@plymouth.ac.uk.