

Type	Publication	Progress	Award	Study Aim
T120.JUL.UGPG.ETC	13/07/18	B1	No Award - Referred	UG/PG

# Important information regarding your results



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PLYMOUTH

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 at the **S** same or **N** next attempt, and how the element will be reassessed.

<p>Your referral will be regarded as:</p> <p><b>N</b> – Next attempt <b>S</b> – Same attempt*</p> <p>*This does not mean that the referral task will be the same as the original task.</p>	<table border="1"> <tr> <td style="width: 33px; height: 33px; text-align: center; vertical-align: middle;"><b>R</b></td> <td style="width: 33px; height: 33px;"></td> <td style="width: 33px; height: 33px;"></td> </tr> </table>	<b>R</b>			<p>This element will be reassessed by:</p> <p><b>A</b> – Specified assessment <b>C</b> – Coursework <b>E1</b> – Examination <b>E2</b> – OSCE/ISCE <b>P1</b> – Practice <b>T</b> – In-class test</p>
<b>R</b>					

Here are some examples:

**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.

This is what you need to do:

- 1) **Now – Please refer to the coloured sheet enclosed with your Transcript of Results**
- 2) **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.XXX>. For some modules, you may be required to complete more than one task, so please ensure that you complete the correct task(s) listed on the email. If you encounter any difficulties, you must contact your faculty office 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**.
- 3) **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](http://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.

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#### 4) 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 implications of doing this and any costs involved. If you are considering doing this, please contact your faculty office 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 expected to collect any award.

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

- **Graduation ceremony**

We hope that you will be able to attend your school's next ceremony. Ceremonies will take place from **Monday 17 September 2018** until **Saturday 22 September 2018** inclusive.

Ticket booking opens **at the beginning of August**.

Please book your tickets before your referral results are published; refunds can be claimed in the event of you not passing.

- **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 to receive your award or attend the graduation ceremony. Please contact Finance & Sustainability on 01752 588130 or email [tuitionfees@plymouth.ac.uk](mailto:tuitionfees@plymouth.ac.uk)

If you have any further questions, please contact the faculty 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 Faculty of Health and Human Sciences – 01752 584515 or email [psychology@plymouth.ac.uk](mailto:psychology@plymouth.ac.uk)