

Type	Publication	Progress	Award	Study Aim
T255.SEP.UG	13/09/18	A3	-	UG

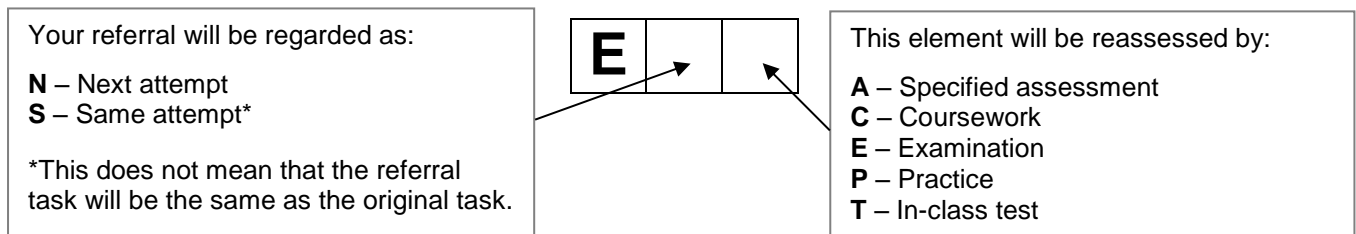
Important information regarding your results

You have **not yet passed all of your modules.**

You may progress to the next stage but must complete **exceptional referral** assessment.

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 **E** 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 exceptional referral is as a **S** same or **N** next attempt and how the element will be reassessed.



Here are some examples:

ENC 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.

ESC against **coursework** means that you have been **referred in that coursework** and must complete **reassessment by coursework** and this would be regarded as the same attempt.

Instructions for your referral work will be included with your transcript or will follow very shortly afterwards by email. Please ensure that you check your Plymouth University email address regularly. In the event of you failing your referral work, you may be unable to achieve your award. It is extremely important that you ensure that we receive your completed work by **Thursday 22 November 2018.**

If you are unsure of anything or think that you will not be able to complete your work on time, please contact your faculty urgently.

Results of your referral

The provisional result of your referral will be available in your online Statement of Results within 20 working days of the deadline. Your referral result and the results of the modules for the stage you are progressing on to will be confirmed when your results are published next July.

Please see overleaf for more information.

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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 with your studies over the next academic year, you must now complete the online enrolment process.

- **Appeals**

If you wish to appeal against the decision of the Award Assessment Board, you must do so by **Wednesday 26 September 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 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 Arts and Humanities Faculty Office – 01752 585020 or email artshumadmin@plymouth.ac.uk