



# THE UNIVERSITY *of* EDINBURGH

## **Postgraduate Taught Dissertation Resubmission – Operational Guidance**

### **When Resubmission is offered**

There are two scenarios in which a student might resubmit a Master's dissertation or research project – in light of Special Circumstances, or in light of returning a mark of 45-49 for the dissertation or research project itself.

A student offered the chance to resubmit due to Special Circumstances will be allowed resubmission in line with the provisions of the University's Special Circumstances Policy.

A student who achieves a mark of 45-49 will be given the opportunity to resubmit their dissertation or research project. The mark awarded to the resubmitted dissertation or research project will be capped at 50.

Taught Assessment Regulation 58 details the full application of this regulation.

### **How resubmission is initially recorded in EUCLID**

Students who are resubmitting their dissertation or research project are recorded in EUCLID as 'interrupted, assumed completed and result assumed pending' status. Students automatically move on to this status on the 31<sup>st</sup> of August each year, prior to the beginning of Semester 1 of the following Academic Year. Students will remain on this status until their resubmission is completed.

The entry of a mark of 45-49 will become a resit entry on the Student Record. Note that a 48/49 borderline dissertation or research project mark which had been considered by the Board of Examiners and subsequently deemed to have been deserving of a pass can have the resit entry within the Student Record manually overridden at School level.

### **Implications for Tier 4 Students**

Students who are granted the opportunity to resubmit their dissertation or research project will not be expected to attend the University during this time. They will be entitled to one further supervisory interaction, but this will be provided through written advice. This will act as a further contact point.

### **Informing students of their opportunity to resubmit**

Schools should advise students of the option to resubmit their dissertation or research project. This should be done through a progression decision in EUCLID, which informs the student that they will need to resubmit. Noting this as a progression decision in EUCLID will help ensure consistency across the University, and will help Student Records understand that the student will not be graduating until this is completed. The student must submit their revised dissertation or research project within three months from the date that the student received notification of the original result. Any extension requests or Special Circumstances submissions in relation to this deadline must be handled in line with provisions in the Taught Assessment Regulations and Special Circumstances Policy.

Students are entitled to Library access during this time, but would not be expected to require laboratory access, as minor revisions to dissertations or research projects should not require additional research.

Where a student declines the opportunity to resubmit, or fails to resubmit by the stated deadline, the mark that the student received for their initial submission is treated as final, and the School will consider the student for the relevant exit award.

### **Statement of deficiencies in original submission**

The Board of Examiners will provide a statement to the student which outlines why their original submission was deficient, what is required to bring the work to a Master's level whilst noting that the mark for the resubmission will be capped at 50, and informing the student that they are entitled to one further supervisory interaction. As there is no requirement for the student to be in Edinburgh during this time, this interaction will not need to be a physical meeting, and can be in the form of written feedback from their supervisor.

### **Submission deadlines**

The revised dissertation or research project must be submitted within three months of the student having been informed of the original result.

### **How the resubmission should be marked**

The revised dissertation or research project will be marked in accordance with normal marking procedure. The revised dissertation or project mark will be capped at 50 when ratified by the relevant Board of Examiners.

### **What happens after resubmission**

Should the student pass, the mark for the resubmitted dissertation will be capped at 50 (C) by the Board of Examiners and entered by the School into the Student Record as such. The mark for the dissertation will be inputted and the award of MSc will be published.

Should the student fail on resubmission, the mark for the resubmitted dissertation will be treated as the final mark and the student will be considered by the Board of Examiners for the relevant exit award, which will be inputted and published in the normal way.

## **Fees**

No fee will be charged for the resubmission of a dissertation or research project.

## **When can a Board of Examiners offer resubmission?**

Boards of Examiners continue to be entitled to offer resubmission to students where this is an appropriate response made to a Special Circumstances application.

A Board of Examiners should consider whether a student returning a borderline mark at the first attempt (48-49) of the dissertation or research project can be considered as a borderline candidate for the award of the Master's degree, in line with published information regarding consideration of borderline cases.

Students may be permitted to resubmit the dissertation or research project in line with the provisions of the Special Circumstances Policy where a student's performance in assessment has been affected by illness, accident or circumstances beyond their control.

When a resubmission is granted due to Special Circumstances, the Board of Examiners will be responsible for providing the student with a statement which outlines the deficiencies in their original submission, and agreeing an appropriate deadline and appropriate supervision. The student will be granted a null sit for their first attempt, and the recorded mark for their revised dissertation or project will not be capped. A dissertation or research project which has been resubmitted due to Special Circumstances and subsequently returns a mark of 45-49 will be treated in line with this regulation.

A student is also entitled to one resubmission of the dissertation or research project for postgraduate Masters programmes where they have achieved a mark between 45 to 49 on the first attempt.

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