

ADDITIONAL COURSE REGULATIONS: APPRENTICESHIP PROGRAMMES

INTRODUCTION

- 1 The Special Regulations relate to all programmes which are delivered to learners registered as apprentices at the University and are listed in Appendix 1. Some apprenticeship programmes have their own Special Regulations and these Special Regulations do not apply to such programmes.

TIMING OF REASSESSMENT

- 2 An apprentice's first reassessment attempt must be taken in the next available timetabled assessment period, or, where permitted by the University, through in-year reassessment.
- 3 An apprentice's second reassessment attempt (where allowed by the appropriate Apprenticeship Standard) must be taken in the next available timetabled assessment period without attendance on the module, this can be during the same academic year as the two initial assessment attempts. Employers will not be charged for this second reassessment attempt.

RECOGNITION OF PRIOR LEARNING

- 4 For an apprentice the maximum limit for RPL (where allowed by the Apprenticeship Standard), either through (a) Advanced Standing, (b) RCPL, (c) RPEL or (d) any combination of these, is 160 credits for an award at Level 5, 280 credits for an award at Level 6 or for an Integrated Masters award.

USE OF INTEGRATED END POINT ASSESSMENT MODULES IN AWARDS

- 5 For apprenticeships containing an integrated End Point Assessment (EPA) module at the final level of study¹, this module will be graded in accordance with the rules specified in the appropriate Apprenticeship Standard End Point Assessment Plan at <https://www.instituteforapprenticeships.org/> or any successor location.
- 6 An apprentice must pass the EPA module without compensation in order to gain the academic award.
- 7 Where the EPA module is not graded numerically and the Apprenticeship Standard and End Point Assessment Plan require the EPA module to be included in the classification of the degree, the EPA module will contribute to the classification of the award by converting the module grade to a numeric grade as given below and this numeric grade being used in the normal award classification algorithm. For EPA modules taken at Levels of 4-6 this will be:

Distinction	– 75%
Merit	– 65%

¹ Excepting the BSc (Hons) Professional Policing – Police Constable Degree Apprenticeship which has separate Additional course regulations.

Pass	– 50%
Fail	– 29%

For EPA modules taken at Level 7 this will be:

Distinction	– 75%
Merit	– 65%
Pass	– 55%
Fail	– 39%

Appendix 1: List of apprenticeship programmes using these special regulations as of 8th May 2019

- Chartered Manager Degree Apprenticeship containing BSc (Hons) Management (Professional Practice)
- Healthcare Assistant Practitioner Apprenticeship containing FD Health and Care
- Nursing Associate Apprenticeship containing FD Health and Care
- Nursing Associate Apprenticeship containing FD Health and Care (Nursing Associate)
- Senior Leader Master's Degree Apprenticeship containing Masters of Business Administration (Shared Services)

Approved by Academic Board, 17 June 2019.

Update approved by Academic Board, 25 August 2023.

SPECIAL REGULATIONS: APPRENTICESHIP PROGRAMMES

SCHEDULE ONE

SUMMARY OF AMENDMENTS

Amendment	Date Approved	Effective From
Addition to state that this document does not apply to the BSc (Hons) Professional Policing – Police Constable Degree Apprenticeship		