

10.3

REGULATIONS FOR FOUNDATION CERTIFICATES

CARDIFF METROPOLITAN UNIVERSITY

Regulations for Foundation Certificates

These Regulations apply only to Foundation Certificates and are subordinate to Cardiff Metropolitan University's general Assessment Regulations

Entry

1. To be eligible for admittance to study for a Foundation Certificate of Cardiff Metropolitan University, a candidate shall have fulfilled any entry conditions which may be required by the University in respect of the scheme in question.

Scheme Structure

2. Foundation Certificate schemes shall be offered on the basis of one year of full-time study (or part-time equivalent).

Assessment

3. Progress of a candidate will normally be assessed in the period immediately following completion of the unit of study.
4. The pass mark for units of assessment, modules and awards shall be 40%. The Distinction threshold will be an overall mark of 70%, or above; notwithstanding, candidates who have failed any module at a first attempt will not be eligible for the award of a Distinction overall.
5. Every candidate for a Foundation Certificate shall complete all units of assessments within the following periods:
 - (i) Full-time mode: not more than two years from the start of the scheme
 - (ii) Part-time mode: normally not less than two years and not more than four years from the start of the scheme.

The above overall time-limits may be extended in exceptional cases upon application to the University's Regulations and Special Cases Committee.

Failure

6. At the discretion of the Examination Board, candidates who have been unsuccessful in any units of study which contribute to the award may be permitted two further attempts to redeem the failure in each such unit, for the bare pass-mark (40% or the equivalent grade-point average) only.

Award

7. To be eligible for consideration for the award of a Foundation Certificate, a candidate shall have:
 - (i) pursued an approved scheme of study at Cardiff Metropolitan University for the prescribed period;
 - (ii) pursued a minimum number of 120 credits at CQFW Level 3 (a standard equivalent to NVQ Level 3 or the FHEQ HE Level 0) or above;
 - (iii) have fulfilled any further condition(s) required by Cardiff Metropolitan University.
8. Compensation for failure in assessment shall be in accordance with the provisions of Cardiff Metropolitan University's general Assessment Regulations.
9. In determining whether the award of a Foundation Certificate might be made to a candidate, Examination Boards shall follow Cardiff Metropolitan University's general Assessment Regulations. An Examination Board may take account of the candidate's academic development throughout the scheme of study.
10. An Examination Board may recommend that, on the basis of a candidate's performance in the pursuit of those credits contributing to the award, he/she be deemed either to have passed or to have failed the scheme.
11. As provided for in paragraph 4, above, candidates may be eligible for the award of Distinction. In all other respects, however, the Foundation Certificate shall be unclassified.
12. **Borderlines**

If the deficit in the final rounded mark is not greater than 1% an Examination Board is empowered, taking the student's overall performance into account, to raise the certificate class, in normal circumstances.

If the deficit in the final rounded mark is not greater than 2% an Examination Board is empowered to raise the certificate class where there are accepted mitigating circumstances, or in normal circumstances on the basis of factors such as preponderance of credits (if the student has 50% or more credits at level 3 in the higher classification). Exit velocity will not be applicable.