

10.5

REGULATIONS FOR FOUNDATION DEGREES

Regulations for Foundation Degrees

(These regulations are subordinate to Cardiff Metropolitan University's general Assessment Regulations)

Entry

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

Scheme Structure

- 2 Foundation Degree schemes shall be offered on the basis of a two-year full-time period of study (or part-time equivalent).
- 3 Full-time candidates shall be required to pursue the equivalent of at least 120 credits during each academic year.
- 4 Depending upon the requirements of the approved scheme of study, a candidate shall pursue credit in respect of assessed workplace learning which shall number not fewer than 20 credits.

Credit Transfer

- 5 Notwithstanding paragraphs 2 and 3 above, within the overall limits shown below, the performance of a student in either study previously pursued and/or any prior experiential learning may be deemed to count towards the requirements for the award of Foundation Degree. Such prior study or experiential learning shall be relevant to the scheme to be pursued and shall be credit-rated at the discretion of Cardiff Metropolitan University. The prior study shall have been completed at another University or Institution whose schemes have been recognised by Cardiff Metropolitan University for the purpose of satisfying its policy on Credit Accumulation and Transfer.

The maximum number of credits, which may be accepted to count towards a Foundation Degree of the University, shall be not more than 120. Where the maximum transferable credit allowed has been accepted, the remaining credits to be pursued through Cardiff Metropolitan University will be at least at CQFW Level 5, (former HE Level 2).

Assessment

- 6 Progress of a candidate will normally be assessed in the period immediately following completion of the unit of study.
- 7 The pass-mark for units of assessment, modules and awards shall be 40%, or the equivalent grade point.

- 8 Every candidate for a Foundation Degree shall complete all units of assessment within the following periods:
- (i) Full-time mode: not more than four years from the start of the scheme
 - (ii) Part-time mode: not less than three years and not more than ten years from the start of the scheme.

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

Where credit transfer has been approved, under paragraph 5 above, a pro-rata reduction to the overall time limit for the individual candidate may be calculated. This time limit shall be communicated to the candidate at the outset.

Failure

- 9 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) only.

Award

- 10 An exit qualification (a Certificate of Higher Education) may be awarded to candidates who have pursued a minimum 120 credits but find themselves unable (or are not permitted) subsequently to complete the scheme.
- 11 To be eligible for consideration for the award of a Foundation Degree, a candidate shall have:
- (i) pursued an approved scheme of study for the period prescribed except as provided by Regulation 5 above;
 - (ii) pursued a minimum number of 240 credits, for which at least 120 shall be at CQFW Level 5, (former HE Level 2) or above;
 - (iii) have fulfilled any further condition(s) required by Cardiff Metropolitan University.

The classification of awards for Foundation Degrees shall be determined in accordance with the University's general [Assessment Regulations](#) (paragraph 10.1).

Compensation for failure in assessment shall be in accordance with the provisions of Cardiff Metropolitan University's general Assessment Regulations.

- 12 In determining whether the award of a Foundation Degree 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.
- 13 An Examination Board may recommend that, on the basis of a candidate's performance in the pursuit of those credits contributing to the award (including any credits accepted on the basis of study completed elsewhere and/or prior experiential learning (see Regulation 5 above) that he/she be deemed either to have passed or to have failed the scheme. Candidates with an overall mark of between 60% or and 69% may be eligible for the relevant award with Merit. Candidates with an overall mark of 70% or greater may be eligible for the relevant award with Distinction.
- 14 **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 award 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 award 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 5 in the higher classification) or exit velocity*.

**Exit Velocity Principle: Examination Boards shall compare the Level 4 and Level 5 average marks. Where the Level 5 average is in the higher classification band, the Examination Board shall normally award the higher class of award.*

ANNEXE 1

Regulations for Pearson's Programmes, Honours, Ordinary and Foundation Degrees – Graduate Attributes

Cardiff Metropolitan University has defined a set of Graduate Attributes.

These Graduate Attributes are a set of competencies that all students from the University should develop throughout their time here, in all aspects of university life. These attributes relate to the qualities most commonly highlighted by employers as desirable and therefore they reflect the University's commitment to the enhancement of student employability.

Graduate Attributes are Programme Learning Outcomes, and therefore on successful completion of one of the above programmes types, students should be able to demonstrate the following graduate attributes:

- Problem solving and analytical ability
- Inter-personal skills and networking
- Global citizenship (diversity and sustainability)
- Flexibility and adaptability
- Effective communication
- Creativity and innovation

In common with all other Programme Learning Outcomes, Graduate Attributes are assessed implicitly within relevant module assessments on a programme.

Generic outcomes can be found in Table A1 below, however these may be contextualised further for individual programmes where appropriate.

Table A1

| GRADUATE ATTRIBUTE | Students should be able to: |
|--|--|
| PROBLEM SOLVING & ANALYTICAL ABILITY | <p>Use information in a range of media and apply logical and critical thinking to a range of problems</p> <p>Appropriately use evidence gathering, numeracy, analysis and synthesis to investigate problems and provide effective solutions</p> <p>Consider multiple perspectives as they apply to both practical and theoretical challenges</p> |
| INTER-PERSONAL SKILLS AND NETWORKING | <p>Work collaboratively and network effectively, taking the initiative and leading others when appropriate</p> <p>Negotiate, assert their own values and respect the values and contributions of others</p> <p>Operate in a range of roles within teams in order to meet common goals</p> |
| GLOBAL CITIZENSHIP (DIVERSITY & SUSTAINABILITY) | <p>Demonstrate the ability to see themselves as part of a larger community and recognise the impact that their decisions and actions have on those around them</p> <p>Demonstrate possession of an international perspective and the inter-cultural competence to engage effectively with the environments in which they operate.</p> <p>Demonstrate appreciation of the importance of sustainable development</p> |
| FLEXIBILITY & ADAPTABILITY (LIFE-LONG LEARNING) | <p>Effect change and be responsive to the situations and environments in which they operate</p> <p>Demonstrate an ability to show openness to life-long learning through directed and self-directed study and apply learning to new and unexpected situations</p> <p>Identify, evaluate and implement personal learning strategies</p> |
| EFFECTIVE COMMUNICATION | <p>Communicate effectively for different purposes and in different contexts</p> <p>Use the communication appropriate to a given situation including oral, written, numerical and graphic communication</p> <p>Effectively communicate with others, using digital technologies and engage productively in relevant online communities</p> |
| CREATIVITY & INNOVATION | <p>Articulate new meanings; devise new arguments and find new ways of extending, modifying or contesting existing arguments</p> <p>Create value through originality, use of imagination and innovation</p> <p>Initiate innovative solutions processes or ideas through invention, exploration and making connections between different fields of knowledge</p> |

Note: Graduate Attributes update, redefine and replace what were formerly referred to as Key Skills.

For completeness a mapping of Graduate Attributes to Key Skills is given in Table A2 below:

Table A2

| Graduate Attributes | Key Skills |
|--|--|
| PROBLEM SOLVING & ANALYTICAL ABILITY | Problem Solving <ul style="list-style-type: none"> • Show flexible, methodical, informed and creative approaches to problem solving. Numeracy <ul style="list-style-type: none"> • Manipulate data numerately and coherently in an appropriate form in the discipline-specific professional context. • Manage information through applying technology (including ICT). |
| INTER-PERSONAL SKILLS AND NETWORKING | Interactive/Group <ul style="list-style-type: none"> • Work with others with confidence, initiative and effectiveness. |
| GLOBAL CITIZENSHIP (DIVERSITY & SUSTAINABILITY) | <ul style="list-style-type: none"> • Act in a professional and ethical manner, demonstrating the ability to learn from and reflect on experiences. |
| FLEXIBILITY & ADAPTABILITY (LIFE-LONG LEARNING) | <ul style="list-style-type: none"> • Demonstrate an ability to manage and develop themselves in terms of learning, time management, appreciating their own roles and reflecting on this development. |
| EFFECTIVE COMMUNICATION | Communications <ul style="list-style-type: none"> • Communicate clearly and appropriately, demonstrating an awareness of a variety of contexts through reading, listening, writing, and presenting. |
| CREATIVITY & INNOVATION | Problem Solving <ul style="list-style-type: none"> • Show flexible, methodical, informed and creative approaches to problem solving. |