

# Student Guide to Alternative Final Assessment Options

## Alternative Final Assessment options

The following Alternative Final Assessment options are available to qualifying students who attempted the Final Assessment but failed:

- A Supplementary Final Assessment; or
- A Deferred Examination; or
- A Dean's Examination.

The Dean's Examination applies to undergraduate students only.

## Supplementary Final Assessment

Students qualify for a Supplementary Final Assessment based on their marks:

- Students who failed a timed Final Assessment with a minimum mark of 40% in the Final Assessment and a final semester mark between 40%-47% for the module qualify to complete a Supplementary Final Assessment.
- Students who failed the final submission of a report or project qualify for a Supplementary Final Assessment provided that:
  - They received a minimum mark of 50% for the academic content of the Final Submission and only failed because of mark deductions for presentation; and
  - The student achieved a final semester mark between 40%-47% for the module.

## Dean's Examination for Undergraduate Students

Undergraduate students who failed the timed Final Assessment or Final Submission of a project or report of the last module remaining to complete their qualification may qualify to complete a Dean's Examination provided that:

- The failed module is the only module remaining to complete their academic programme; and
- They must have submitted all the assignments and have completed the Final Assessment.

Qualifying students must register and pay the applicable fee by the closing date as published in the Calendar of Events. Students on postgraduate academic programmes are not considered for a Dean's Examination.

## Dates for Supplementary Final Assessments and Dean's Examinations:

The dates for Supplementary Final Assessments and Dean's Examinations are scheduled twice per year and will be published on the IMM Graduate School website.

## Rules and Regulations for Supplementary Final Assessments and Dean's Examinations:

- The IMM Graduate School's assessment rules apply.
- The Supplementary Final Assessment or Dean's Examination results will be capped at 50% and will substitute the original final result for the semester. Assignment marks will not count towards the final result for the semester.
- The Supplementary Final Assessment and Dean's Examination result is final and no result appeals will be considered.
- No script viewings, result appeals or feedback reports are available.
- The Examiner has the prerogative to apply oral assessments if fewer than 5 students per module registered for the Supplementary Final Assessment and Dean's Examination.
- Students who have passed a module and want to improve their mark are not eligible for writing the Supplementary Final Assessment or Dean's Examination. Such students may apply to re-register and repeat the module after graduation for Non-Degree purposes (NDP). The mark obtained for Non-Degree purposes will not be included in the student's qualification but students will receive an academic record indicating their enrolment and achievement in the module.

## Deferred Examination Opportunity

The following discretionary concession will be considered when qualifying students experience circumstances beyond their control on the day of a Final Assessment, preventing them from completing the Final Assessment:

- Students who could not access the Final Assessment will be allowed to complete a Deferred Final Assessment as the first examination opportunity in the applicable semester of registration. The Deferred Final Assessment results are not capped at 50%. The semester mark will contribute towards the final mark.
- Students who could not complete the Final Assessment but did have access to view it will be allowed to complete the Supplementary Final Assessment. The Supplementary Final Assessment will be capped at 50% and will substitute the original final result for the semester. Assignment marks will not count towards the final result for the semester.
- Students submitting proof of pre-authorisation to participate in Sharks Academy or UXI Sport sporting events on the day of the Final Assessment will be allowed to complete a Deferred Final Assessment as their first examination opportunity.

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The following circumstances will be considered for a discretionary concession:

- A serious accident
- Unforeseen medical emergency at the time of the Final Assessment
- Hospitalisation due to illness at the time of the Final Assessment
- Bereavement
- Participation in national or international sporting events
- Unforeseen disruptions beyond the control of the student:
  - Malfunctioning of a personal computer (eLearn queries are dealt with separately as appeals)
  - Unforeseen prolonged power outage at the time of the Final Assessment
  - Unrest or war

Certified copies of documentation proving the unanticipated circumstances that prevented students from completing the final assessment must be submitted within 14 days of the final assessment date. Documents must include contactable references for verification.

The following circumstances will not be considered for a discretionary concession:

- Work, volunteering, and extracurricular activities
- Vacations, social commitments, family events
- Transportation delays
- Course conflicts, teamwork conflicts
- Misreading a deadline/timetable, sleeping in
- Scheduled elective medical appointments
- Continuous technological difficulties
- Prolonged poor internet coverage
- Lack of planning
- Missing notifications or reminders
- Use of unsupported or out-of-date soft- or hardware
- International students who miss a deadline due to time zone differences.
- Students who have passed a module and want to improve their mark are not eligible for completing a Special Examination. Such students may apply to re-register and complete the module again.