

Changes to Birmingham City University's University Regulations since September 2017

Extenuating Circumstances Procedure

These changes were introduced to better support students in balancing their time between teaching sessions and assessments, allowing them to better engage with their modules while managing imminent assessment deadlines.

Existing/previous penalties for late submission

- Assessments submitted **up to 2 hours** after the published deadline will be reduced by 10%. For example, an original mark of 60% will be reduced by 6% to a mark of 54%.
- Assessments submitted **between 2 hours** and 5 working days after the published deadline will be capped off at the pass mark, making 40% the highest achievable mark.

Revised reduced penalties for late submission

- Assessments submitted **up to 1 hour** after the published deadline will receive no penalty. This will ensure that students will not be unfairly penalised for any slowing of systems around deadlines. Please note you should still aim to upload by the published deadline.
- Assessments submitted **between 1 and 24 hours** after the published deadline will be reduced by 5% of actual mark. For example, an original mark of 60% will be reduced to a mark of 57%.
- Assessments submitted **between 24 hours and 1 week (5 working days)** after the published deadline will be reduced by 10% of actual mark. For example, an original mark of 60% will be reduced to a mark of 54%.

Any reduction in the original mark will not be applied if:

- The mark is below the pass mark for the assessment (40% for undergraduate or 50% for postgraduate)
- The reduction (either 5% or 10%) will reduce the mark to below the pass mark. In this case the assessment will be capped off at the pass mark if already passed.

Any work submitted more than 1 week (5 working days) after the published deadline will continue to not be marked, resulting in a fail for the assessment.

If a student has a Disability Support Summary recommending additional time to complete coursework, the new penalties will only apply from the alternative deadline given.