SSCC permit a finalist student a further first attempt.

The school must inform the student.

The student must indicate in writing their intentions.

Accept or not

Accept

Declines

Student chooses to not accept the first attempts, the marks stand as are and the award is made, if necessary.

The student chooses to accept the first attempts, the school must update the Progression Tool and send the report to Programmes and Assessment (Exams and Progress team) before the Finalist application deadline shown on the Timeline of Events.

Programmes and Assessment (Exams and Progress team) receive the report and update Banner accordingly. Removing the award and flagging the modules to be taken as first attempts.

The Events team is notified that this student will not be attending the graduation ceremony.

The student details are captured for the creation of exam timetable.

Timeline of Events
http://ses.leeds.ac.uk/info/21600/programme_support/1017/timelines_for_programmes_and_assessment

Students do not have to apply online for first attempts in August. However, schools must inform Programmes and Assessment (Exams and Progress team) before the Finalist Application deadline shown in the Timeline of Events, (before the start of Degree Ceremonies) so that the Events team are kept up to date. If the schools cannot meet the deadline then the student must indicate online, before the deadline, their intention to resist.

The school must set a deadline for the student to confirm in writing, their intentions.

The student must be made to understand that to accept the first attempt they are agreeing to the removal of their original mark. If they fail to achieve as good a mark at the first attempt they cannot reclaim their original mark.

The Events team is notified that this student will not be attending the graduation ceremony.

The student chooses to accept the first attempts, the school must update the Progression Tool and send the report to Programmes and Assessment (Exams and Progress team) before the Finalist application deadline shown on the Timeline of Events.

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The school must inform the student.

The student must indicate in writing their intentions.

Accept or not

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