

Undergraduate and Postgraduate Assessment Procedures, 2026

Key Points to Highlight, 2026

This document highlights for the Boards of Examiners anything that is new or significantly different since the previous distribution (2025). Please discard all previous sets of guidelines and use only those documents relevant to academic session **2026/2026** (accessible from the [web](#)).

1. Regulation A10 – Dubai Campus and UK Industrial Action

In response to the conflict in the Middle East and to industrial action on the Scottish Campuses, on 4 March 2026, the Senate Committee for Interim Business and Effectiveness (SCIBE), approved the enactment of Regulation A10: Authorities in Exceptional Circumstances.

Supplementary guidance for Boards of Examiners has been provided as follows:

- [Recorded briefing presentation](#) (+ PowerPoint [slides](#))
- [Guidance Note](#) for Boards of Examiners

2. Discretionary Credits and managing compliance with requirements of Professional, Statutory and Regulatory Bodies

Where Boards are considering the award of discretionary credits, they must take account of any relevant accreditation requirements for students enrolled on programmes accredited by a Professional, Statutory and Regulatory Body (for example, the Engineering Council's Condonement and Compensation Policy, for which guidance is provided for the Boards.

- [Document 3b: Engineering Council Condonement & Compensation Policy](#)
- [Document 3C: Guide to applying Engineering Council rules](#)

The [Policy on the Discretionary Award of Credits](#) had been updated accordingly to highlight this requirement.

3. Final year resits for UG students on PSRB accredited programmes

The University has decided to allow a limited number of reassessments for final year students on programmes affected by the Engineering Council's rule changes which come into effect this year. These changes apply to some programmes in **EGIS, EPS and MACS** across all campuses. See [Appendix 1](#) to this document for a list of affected programmes and the communication issued in January 2026.

4. New Decision Codes

No new codes for 25/26. Minor text updates for 1F (inclusion of Foundation accelerator programme), 2D (removal of affiliation fee information), 2E (PGT changed to PGR), 2H (clarity for part-time and full-time students) 4G (inclusion of Change of Decision process), 4X (week changes to 5 working days; inclusion of Change of Decision process) and 00 (inclusion of Visiting Students and non-graduating programmes) codes.

5. Graduating Students (summer) – Deadline Date

****IMPORTANT**** The **Friday 29 May 2026** deadline for submitting approved paperwork for graduating students (summer) must be met to ensure students are eligible to graduate in July 2026.

6. Continuing Students (summer) – Deadline Date

****IMPORTANT**** The **Tuesday 16 June 2026** deadline for submitting approved paperwork for continuing students must be met to ensure reassessment procedures and provision of reassessment exam timetables meet the dates published to students.

7. Academic Prizes

****IMPORTANT**** Academic prizes should be agreed by the Board of Examiners. If a prize is for a student across multiple disciplines (e.g., the Postgraduate Watt Club medal), the Board should nominate a candidate and agree on the prize winner by correspondence, updating the Board minutes accordingly. The prize information must be uploaded by the SER/ARR deadline dates to be included in graduation programmes and to inform students.

Supporting the Process of Assessing and Examining Students

8. As in the previous session, a number of documents are available for supporting academic staff with the assessment and examination process. All documents are published on the Learning and Teaching [Policy Bank](#), and are listed separately below:

Academic Integrity

- [Academic Integrity SharePoint: Resources for staff](#)
- [Academic misconduct Website](#)
- [Student Academic Misconduct Policy](#)

Staff guides

- [Quick staff guide: Reporting Plagiarism and Collusion](#)
- [Using Turnitin with Canvas](#)
- [Contract cheating detection and reporting: a staff guide](#)
- [Recording of lectures by students with specific learning needs. Guidance for staff and students](#)
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Key Assessment Policy Information

- [Summary of Key Assessment Policy Information 2025/26](#)
- [Making Changes to Assessment](#)
- [Types of Assessment: Policy and Administrative Definitions](#)
- [Coursework: Scheduling and Submission of Coursework](#)
- [Feedback on Coursework](#)
- [Feedback on Exams \(and Access to Exam Scripts\)](#)
- [Review of Assessment Tasks \(Coursework and Exams\) by External Examiners](#)
- [Assessment: School Roles and Responsibilities](#)

APPENDIX 1

Important: Changes in final year reassessment rules - and Actions Communication from Head of Academic Operations, January 2026

[\(Link to return to Point 3: Final year resits for UG students on PSRB accredited programmes\)](#)

Dear Colleagues,

As many of you will know, the University has decided to allow a limited number of reassessments for final year students for those programmes affected by the Engineering Council's rule changes which come into effect this year. These changes relate to some programmes (see list later on in this communication) in the following Schools: EGIS, EPS and MACS across all campuses.

Please note that, listed below, there are a number of tasks for course teams and programme directors in preparation for hosting final year reassessments in August of this academic year.

Context:

The fourth edition of the Engineering Council's Guidance <https://www.engc.org.uk/resources-and-guidance/education-and-skills/higher-education-programmes> (AHEP 4) was published in August 2020 and became fully implemented by 31 December 2021. The updated learning outcomes had a separate deadline for full adoption in UK engineering degree programmes, set for 31 August 2024. As a result, changes to the Engineering Council's accreditation requirements took effect this year, introducing restrictions on the use of compensation (referred to as "Discretionary Credits" at Heriot-Watt University) in courses delivering accredited learning outcomes. These changes also impact other accrediting bodies aligned with the Engineering Council.

What is the change?

Heriot-Watt University regulations do not permit reassessment for final year courses except for mitigating circumstances. In some cases, Award Boards were able to allow Discretionary Credits (DC) for up to a maximum of two failed courses if the board decided that the overall learning outcomes of the programme had been achieved. However the Engineering Council rules changes mean that aligned accrediting bodies will no longer recognise a degree award which includes Discretionary Credits. In response to this change, the University will be allowing up to two reassessments for affected final year students, but within strict criteria. Students in these circumstances will be required to pass the reassessments to achieve an honours or integrated masters degree. As a consequence, they will not be able to graduate in the Summer; but will graduate at the Winter ceremonies.

What programmes are affected?

Please see the list at the end of this email.

Key points:

- **Maximum number:** Award Boards will now be able to allow up to a maximum of two reassessments in programmes affected by these changes only (see list, below).
- **Taught only:** Only taught courses are eligible – not dissertations or projects.
- **Academic Misconduct:** If a student has a proven case of academic misconduct (disciplinary) case in a final year course(s), the University Discipline Committee will determine whether any resubmission (i.e. reassessment) will be permitted.
- **August diet:** Reassessments will take place during the August exam diet. Colleagues are encouraged to set coursework for reassessments.
- **Students with MCs:** Any students permitted to resit-at-first-attempt due to mitigating circumstances, should be reassessed along with these students in August.
- **Winter grad only:** Students who are asked to resit, will not be able to graduate in the Summer; but instead, will graduate in the Winter ceremonies. This will be the case even if the student chooses not to take the reassessments and instead leave with an Ordinary degree (or a BEng for students on an Integrated Masters degree).
- **Original mark used:** The original mark gained in the first assessment will be used to calculate the degree classification (unless there are approved mitigating circumstances for the first assessment attempt) – this is to ensure fairness and equity for students on all other programmes; the reassessment is to gain a pass grade and the associated credit points.

- **Other students:** Note that students on programmes not affected by these changes will continue to be allowed to resit only by exception in the case of mitigating circumstances. These students may still be assigned Discretionary Credits in their final year, as per the Discretionary Credits Policy – enabling an Honours degree or Integrated Masters to be awarded as per current practice.

Communications:

- An email detailing the changes will be sent to affected students on Tuesday 13th January, along with a news item
- We are considering an email to all final year students to make them aware of this change in summary.
- This email is going out to all AEDs and RASLOs for distribution within each School; and to RAS managers, Student Representative bodies and other stakeholders for information.
- There will be reminder emails and news items over the coming months.

Tasks:

- **All recipients:** please distribute this email to your programme and course teams, student advisors, student success advisors, personal tutors, admin teams and other stakeholders.
- **Course Leaders:** please ensure that all affected fourth year courses include a reassessment section on the Assessments tab by end of March, although please check specific School timescales with SSC chairs or RASLOs. SSC chairs are aware of these pending changes.
- **Course Leaders:** please ensure that reassessment papers are sent to the Examinations Team by the end of week 5 of this (January) Semester, if possible. Else please ensure that reassessment papers are sent to the Examinations Team by the end of week 5 of the May Semester.
- **Senior Programme Directors:** please be aware that students will be directed to their personal tutors and student advisors in the first instance, but detailed questions may be directed to SPDs, and SPDs are referenced on the news article as a source of information.

Advising students:

If students have questions about the changes that you are unable to answer, please refer them to the Senior Programme Directors and highlight the communication which was sent out to them on Tuesday 13th January 2026. Further reminder communications have been issued on 13 April 2026.

Questions:

For follow on questions, please contact the Senior Programme Director for your programme or your Associate Executive Dean (Academic Quality)

List of Programmes affected:

B311-EEE: BEng Electrical & Electron Eng
 B344-RAI: BEng Robotic Auton & Inter Sys
 B351-EEE: MEng Electrical & Electron Eng
 B354-RAI: MEng Robotic Auton & Inter Sys
 B3G2-GLA: BEng Eng D and M (Electronic)
 B3W2-GLA: BSc in Data Science
 B411-CEN: BEng in Chemical Engineering
 B41M-CHE: MEng Chemical Engineering
 B4A1-CED: BEng Chem Eng & Dip Ind T
 B4B1-CED: MEng Chemical Eng & Dip Ind T
 B4G2-GLA: BEng EIMC (GA)
 B50A-ERO: BEng Aerospace Engineering
 B511-MEG: BEng Mechanical Engineering
 B51A-ERO: MEng Aerospace Engineering
 B531-MEG: MEng Mechanical Engineering
 B542-MEE: BEng Mech Eng & Energy Eng
 B54M-MEE: MEng Mech Eng & Energy Eng
 B564-AUE: BEng Automotive Engineering
 B581-MED: MEng Mech Eng & DIT
 B5G2-GLA: BEng Eng D and M (Mech) (GLA)
 D1B1-AEN: BEng Architectural Eng
 D1C1-AEN: MEng Architectural Eng
 D241-STE: BEng Structural Engineering
 D281-GLA: BEng Civil Engineering (GA)

D291-STE: MEng Structural Engineering
D2B1-CIE: MEng Civil Engineering
D600-ARC: BA Architecture
F211-SDB: BSc Software Dev for Bus (GLA)
F212-DSC: BSc Data Science
F291-COS: BSc Computer Science
F293-CSC: BSc Computing Science
F29T-COD: BSc Computer Science and DIT
F2C1-GCP: BSc Comp Sci (Comp Games Prog)
F2C2-CGP: BSc Computer Sys (CGP)
F2C3-CCS: BSc Comp Sci (Cyber Sec)
F2CC-CSE: BSc Computer Systems
F2CT-CSD: BSc Computer Systems and DIT
F2D3-CDS: BSc Computer Sc (Data Science)
F2DT-CDD: BSc Comp Sci (DataSci) DIT
F2J1-CSE: BSc Computer Sc (Software Eng)
F2M1-SOE: MEng Software Engineering
F2P1-CSA: BSc Computer Sc (Art Int)
F902-MDS: BSc Data Sciences

[\(Link to return to Point 3: Final year resits for UG students on PSRB accredited programmes\)](#)