HERIOT-WATT UNIVERSITY
ACADEMIC REGISTRY

LEARNING AND TEACHING
BRIEFING PAPER 17 (VERSION 2)

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HWU ASSESSMENT AND PROGRESSION SYSTEM (HAPS)

Summary

1. The "Heriot-Watt Assessment and Progression System" (HAPS) applies to all UG and PGT programmes across all modes and locations of study (and the taught components of research degrees).

2. HAPS sets out minimum standards and requirements, and summarises the key elements of the assessment regulations and policies of the University.

3. HAPS is underpinned by a series of other assessment-related information, such as the *Policy on Mitigating Circumstances*.

Assessment and Progression System

The Heriot-Watt Assessment and Progression System (HAPS) sets out minimum standards and requirements, and summarises the key elements of the assessment regulations and policies of the University. HAPS comprises:

- Forms and Timings of Assessment;
- Marks and Grades;
- Credits, Pass and Progression;
- Award;
- Boards of Examiners;
- Assessment Results and Transcripts.

HAPS is supplemented by the following;

- Key Principles of Assessment
- Summary of Key Features of HAPS
- Grades Descriptors

In addition, there other assessment-related policies on the [Learning and Teaching Policy Bank](). The annual publication of the *[Assessment and Examinations Procedures and Guidelines]()* summarises these additional policies.

Key Features

The Heriot-Watt Assessment and Progression System (HAPS) comprises the following key elements:

Grades A to F

- Marking and decision-making are separate processes: the numerical mark represents the evidence on which a decision is made in the form of a grade.
- The Course Board will consider the marks of the various components of assessment within a course and, taking into account the learning outcomes, the marks and the course report, will determine a grade in the range A-F for each course.
- The allocation of grades is a matter of academic judgement, although grades descriptors can assist the Course Board in this process.
- Online results display marks and grades; formal printed University Academic Transcripts contain only grades.

Credit, Progression and Award

- A Grade D is the minimum requirement for passing a core course or for progressing in a continuing subject. Programmes may specify higher requirements.
- A Grade E is the minimum requirement for gaining credit points for a course.
- HAPS sets out the minimum criteria for all UG and PGT awards and the accepted methods of calculating awards.

Re-assessment and Repeat

- UG: one re-assessment in each course; PGT: one re-assessment in a maximum of 3 taught courses.
- Grades A, B or C cannot be re-assessed; Grade D may be re-assessed if a higher grade is required.
- Re-assessment in UG non-final year qualifying courses is for the award of credit points only.
- No re-assessment in final year qualifying courses.
- One opportunity to repeat a course with attendance may be permitted.

References and Further Information

Contact: quality@hw.ac.uk Learning and Teaching Policy Bank: https://www.hw.ac.uk/services/academic-registry/quality/learning-teaching/policy-bank.htm Full Details of HAPS: https://www.hw.ac.uk/services/docs/hapsug.pdf

Learning and Teaching Briefing Papers
This briefing paper has been produced by the Academic Registry and is one of a series related to Learning and Teaching. The briefing papers aim to provide a concise, informative overview of key policies, and include links to relevant procedures and templates.