Summary and Introduction

From March 2020, the University made a number of adaptations to assessment policy in response to the pandemic and has revisited these each academic year, reaffirming modifications and introducing others. Schools are continuing to adapt their assessments, including in response to factors such as the transition back to on-campus provision, retaining good practice from the pandemic, acting on NSS 2022 results and implementing the outcomes of the Transforming Assessment initiative, including planning ahead for the shorter assessment diets in April and August from 2023/24. Consequently, as in the two preceding academic years, there remained a need to revisit current assessment policies either to reaffirm or to adapt, particularly where there had been a lack of clarity about what was permitted or where existing policies did not cover specific points. The latter was particularly relevant as the University implements administratively from 2022/23 its new definitions of Coursework and Examinations.

This paper provides a summary of the key issues, policy information and associated guidance related to assessment in 2022/23 and is intended to support Schools in managing assessment. All aspects have been considered and approved by the Learning and Teaching Academic Year Group (LTAYG), with specific policy changes approved by either the Senate Committee for Interim Business and Effectiveness (SCIBE) on behalf of the Senate or by the University Committee for Learning and Teaching (UCLT). The paper also reaffirms existing policies related to the management of assessment.

This 2022/23 Summary is an updated version of the Assessment Policy Information which has been produced for each of the preceding two academic years and it replaces those previous versions. The following information is included:

1. Changes to Assessment: Approvals
2. Types of Assessment: Policy/Administrative Definitions
3. Coursework Scheduling
4. Submission of Coursework (including late submission)
5. Timed, Online Coursework (formerly known as “take home exams”) held during Exams and Assessment Diets
6. Feedback on Assessment (Coursework and Exams)
7. Review of Assessment Tasks by External Examiners

This Assessment 2022/23: Key Policy Information is not a complete set of assessment-related policies, but rather those specifically related to the pandemic where there has been a need to revisit the temporary arrangements put in place to mitigate the impact of the pandemic in relation to assessment.

This 2022/23 Summary consolidates, in a single document, all of the seven sections listed above. There is intentionally some repetition between the various sections, which reflects the fact that the key information has also been separated, for ease of access, into stand-alone sections, eg Assessment Types; Scheduling of Coursework; Submission of Coursework. The consolidated document and the stand-alone sections are available on the Learning and Teaching Policy Bank.

Additional assessment policies, eg the HAPS scheme, are available on the Learning and Teaching Policy Bank.

It is anticipated that there will be further assessment-related changes to policies as the University continues its response to NSS 2022 (see All Staff Communications, Scottish Campuses, 21 July 2022) and as the Transforming Assessment initiative is further developed (key principles approved by UCLT, 4 May 2022).