



INTRODUCTION TO THE AWARD REGULATIONS

The Introduction to *The Award Regulations* (which comprises extracts from *The Student Regulations* and some definitions) should not be read in isolation. It is important that you read it in conjunction with the following documents.

- [General Award Regulations](#)
- [The regulations governing your award](#)
- [The Student Regulations including the Code of Practice for Student Assessment and the Code of Practice for Student Discipline](#)

If you wish to print the regulations governing your award, you are advised to print *all* these documents.

Extracts from The Student Regulations

OU 1 Authority of the Senate and the Council

OU 1.1 To make regulations

The Senate (our authority for academic matters) may make regulations and rules regarding students who are studying or carrying out research, the continuing study of students, the content of studies, the teaching or supervision of students, and the assessment that is used to decide who qualifies for an award.

OU 1.2 Publicity for regulations

Regulations made by the Senate must be published in one of our official publications. The Senate must also say how the regulations should be applied.

OU 1.3 Changes in regulations

The Senate may alter the regulations and rules referred to in OU 1.1, or the way in which it applies them. The student regulations may be changed at any time. Changes to course rules will not usually affect courses for which students are registered at the time of the change. Changes to unitary award regulations will not usually apply to students who are already registered for that unitary award. In all

other cases, the award regulations that apply to you are those that are in force:

- when you apply for entry to the award;
- when you progress through the award; and
- when you become eligible for and, where necessary, apply to receive the award.

The Senate gives reasonable notice of changes to the regulations and rules, and the date they take effect.

OU 3 Counting credit toward University awards

OU 3.1 To be eligible for any Open University award, you must follow the regulations and rules about counting credit towards that award.

OU 3.2 If the regulations and rules for the award you are studying for allow, you can count the credit from Open University or collaborative scheme courses, or awarded as transferred credit, as many times as you want except where restricted by regulation OU 3.3

OU 3.3 When the Open University award is made you must include within the total credit needed for that award a certain minimum amount of credit from Open University or collaborative scheme courses that has not been counted in any other Open University award

made to you previously. The minimum amount of uncounted credit is set out in the regulations for each award this regulation applies to. However, credit counted in undergraduate-level awards of less than 120 points will be treated as uncounted credit towards any larger award.

OU 6 Age

Unless the Senate says otherwise, you must be 16 or over at the start of the course presentation for which you want to register as a student of the University.

OU 8 Registration

OU 8.1 The need for registration

You will not be allowed to register, or to continue to study or carry out research, for any award of the University unless you meet the registration requirements below (regulations OU 8.2 to OU 8.8).

OU 8.2 Registering as a student

To be registered as a student of the University you must:

- a register in the way we ask you to and agree to follow our rules and regulations (which may change from time to time);
- b be accepted as a student, be allowed to register for a course, or be allowed to register for the award in the case of a unitary award;
- c pay or agree to pay the appropriate fee when you register;
- d not be in debt to us or our agent; and
- e live in the European Union or in a country in which we have agreed to allow registration (at times and during periods that the Senate agrees to) unless the Senate says otherwise.

OU 8.3 Continuing registration as a student

If you are registered on a course, you are a registered student of the University during that course. Registration entitles you, in each of the next two 12-month periods, to reserve places on courses equal to 60 points for which places are available.

OU 8.4 Lapsed registration as a student

If you do not register for another course during the two 12-month periods (see regulation OU 8.3), you will no longer be a student of the University but we will maintain your record of study. You may re-register, if places are available on your chosen course, by following the rules in force at the time.

OU 8.5 Course registration

OU 8.5.1 Entitlement

In line with our rights, as set out in these regulations, being registered on a course as a student entitles you to the tuition, assessment and material for the relevant course.

OU 8.5.2 Limitations

At any one time, you must not register to study courses that are worth a total of more than 120 points unless your total points score of not more than 150 includes:

- up to two *related* standalone residential school courses; or
- a course presentation overlap of not longer than one month.

Examination resits, deferrals and resubmissions count towards the 120 points.

OU 8.6 Award registration

As well as being registered as a student of the University, you may, if you want to, be registered for one or more credit-based awards as long as you meet the registration requirements of the specific award regulations. If there is a time limit for registering for an award, you must keep to this time limit and your award registration might not be held open for the two 12-month periods (see regulation OU 8.3). If you register for a particular award of The Open University, you must meet the specific award requirements when you register. Even if you have not registered for an award, we may grant it to you if you meet all the

requirements. The award regulations are published separately.

OU 8.7 Cancelling registration

You can cancel your registration with The Open University if you want to end your studies completely.

OU 8.8 Student progress

If, in three eligible presentations of study, you do not complete at least one undergraduate course successfully, you will not be allowed to register for another course without special permission.

Abbreviations

The following abbreviations may be used in the regulations.

- CNAA - Council for National Academic Awards
- OUVS - Open University Validation Service

Definitions

The terms defined below may be used in the regulations.

Approved course

An approved course is a course that has been approved to count towards a particular Open University award.

Credit-based award

This is an award that you can qualify for by successfully completing a number of individual courses, each complete in itself, which combine to form the award and that all involve studying for all or part of one academic year.

Unitary award

This is an award that you can qualify for by successfully completing a single course.

Credit transfer

An award of transferred credit allows you, if you have successfully completed a period of relevant and formally assessed study elsewhere, to be exempted from some of the credit requirement of an Open University award.

Course-related credit

This form of transferred credit gives you exemption from one or more particular Open University courses needed for an award, when the study is considered equal to that of a particular Open University course or courses.

Full-rate transferred credit

This form of transferred credit is awarded at the rate of 120 credit points for one full-time academic year (or part-time equivalent) of eligible study. The study does not have to be equal to any particular Open University course but must have been considered appropriate to be included in a programme of study leading to the Open University award.

Collaborative scheme credit

This form of transferred credit is awarded for successfully completing approved courses offered under a scheme of academic collaboration between The Open University and another institution. The awarded credit is titled and graded.