

REGULATION 20: COMMON PROFESSIONAL EXAMINATION IN LAW

~~Reg 20~~ ~~Joint Academic Stage Board~~ ~~to be~~ ~~the~~ ~~Senate~~
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1. In accordance with Article 10 of the Charter and in accordance with the Statutes, the University shall:
 - (a) grant and confer Degrees, Diplomas, Certificates and other academic distinctions to and on persons who shall have pursued a course of study approved by the University and shall have passed the examinations or other tests prescribed by the University; provided that all Degrees, Diplomas, Certificates and other academic distinctions so granted and conferred shall be held subject to this Regulation.
 - (b) on what the University shall deem to be good cause, to deprive persons of any Degrees or other distinctions conferred on them and to revoke any Diplomas or Certificates granted to them by the University.
2. The degrees, foundation degrees, diplomas, certificates, and other distinctions of the University shall be awarded by the authority of Senate on the recommendation of one of its authorised sub-committees.
3. The University reserves the right to apply a range of sanctions against students for academic debt, academic-related debt and non-academic related debt as set out in the Student Debt Policy.
4. The conferment of any degree, or the award of any foundation degree, diploma or certificate, may be revoked by Senate, provided that the individual circumstances of each such case shall be considered by Senate.
5. Reference to the Joint Academic Stage Board means the Board established by the Council of the Inns of Court and the Solicitors Regulation Authority to govern the Common Professional Examination and to validate and monitor courses of study leading to that examination.

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6. In addition to satisfying the conditions determined by the University pursuant to its Charter and Statutes, and Regulations, a student is registered on the course on the understanding that they have already carried out any prescribed reading in the area of English Legal Method and English Legal Institutions and has a sufficient command of written and spoken English to be able to follow the course.

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7. There shall be a committee with the title of the Common Professional Examination Course Committee with the following terms of reference and membership.

Terms of reference

To monitor the operation of the Common Professional Examination course and where appropriate to propose alterations to its curriculum and organisation.

To ensure that the assessment arrangements are consistent with the requirements of the Joint Academic Stage Board and of the University.

To prohibit students from sitting examinations, in accordance with the requirements of the Joint Academic Stage Board.

Where appropriate, to recommend a replacement Chair of the Common Professional Examination Assessment Board.

Membership

Common Professional Examination Course Director (Chair) x of Exrur al 0 Tw 5.478 0 T30.9he C)-2

Criminal Law
 Constitutional and Administrative Law
 Law of the European Union

In addition, students will be assessed on a further area of law, on which they will write a dissertation of no more than 4,000 words.

18. The principal written examination shall be held in May or June of each year. Every written examination, whether sat as part of the principal written examination or after referral

- (d) where a student is required to resit coursework and/or examinations, the mark to be awarded shall be no greater than 40%. This shall not apply where the resit is deemed to be a first sitting.

The pass mark for the dissertation on a further area of legal study shall be 40%.

Referral and resit arrangements

23. In deciding whether or not to refer a student the Assessment Board shall take into account the extent of the failure, the results in other subjects and other relevant considerations.
24. The following principles shall apply where a student has failed subjects at the first attempt:
 - (a) a student taking six or more subjects may normally be referred in not more than four subjects;
 - (b) a student taking fewer than six subjects may normally be referred in two subjects only;
 - (c) a student who has been referred in a subject having failed the examination but passed the coursework shall be required to resit only the examination; a student who is referred in a subject having failed the coursework but passed the examination shall be required to resit only the coursework.
 - (d) the referral examination shall normally be held in July or August following the examination at which the subject was failed. A student required to resubmit coursework shall do so no later than the date of the referral examination;
 - (e) a student failing the dissertation shall be required to re-submit the same project at a date no later than the date of the referral examinations.
25. The following principle shall apply where a student fails a subject on referral:

A student who fails any one or more subjects on referral may be permitted to retake any one or more failed subjects on one further occasion only. In such a case only the element of assessments failed need to be retaken.
26. Resits under Requirement 25 shall normally be held at the time of the principal examination next following the date of the failure in the referred examination.
27. Subject to Requirement 9, the following principles shall apply where a student has failed a subject at the first attempt and who has not been referred:
 - (a) the student shall be required to resit only those subjects in which there has been a fail and only the assessment element which has been failed. The resit will be held at the time of the principal examination next following the date of failure unless the Assessment Board at its discretion allows the resit in the July or August immediately after failure;

- (b) the Assessment Board may impose conditions regarding attendance and/or the submission of written work, and may exclude from assessment any student not satisfying these conditions;
 - (c) the Assessment Board may at its discretion permit a student who has failed to pass any subjects under Requirement 25(a) to resit those subjects, including any failed coursework, on one further occasion only.
28. The examination of candidates who have been referred shall be held at such time as the Assessment Board shall determine being not less than three weeks after the publication date of the results of the principal examination.

Result of examination

29. A student shall pass the Common Professional Examination who passes in accordance with these requirements, either at first attempt or at a referred or resit examination, all the subjects listed in Requirement 17 from which exemption has not been granted.
- 1. A student ~~to~~ be awarded a ~~1~~ where:
 - (i) They have passed all elements of the assessments at the first attempt, without any subject being compensated; AND
 - (ii) They have obtained an overall average of at least 70%.

attempt, without any subject being compensated; AND

- (ii) They have obtained an overall average of at least 58%; AND
- (iii) They have obtained an overall average of at least 60% in at least 50% of the subjects counting towards the final award; AND
- (iv) The examination board considers that it is not inappropriate to award a commendation.

6. A student must not otherwise be awarded a commendation.

- 30. A student who has failed in any subject and who is not referred shall fail the examination.
- 31. A student who has passed the Common Professional Examination is entitled to the award of the Graduate Diploma in Law of the University of Sussex.

Illness etc.

- 32. A student who has been prevented by sufficient cause from sitting or completing all or part of the principal examination may at the discretion of the Assessment Board be allowed to sit or complete the examination in the next following July or August in respect of each part not previously attempted.

Exemptions

- 33. Where a student has been exempted from taking four or more subjects, all remaining subjects must be taken in one sitting.
- 34. Where a student has been exempted from any subject, these requirements shall apply with any necessary modifications. In particular referral is possible only in accordance with the following principles:

- (a) for a student sitting six subjects, refe3 -1.15 (r)4.9]TJ 0 Taecybjecubjes.6 (q)-11.-2Se5-2 (s)

academic, social or normal business of the University, its staff and other students. This regulation also applies where continued attendance is likely to be detrimental to the health of the student. Under procedures approved by Senate, where a Fitness to Study Panel believes that a student is not fit to study, the Director or Deputy Director for the Student Experience (or nominee) may recommend to the Pro Vice Chancellor for Education and Students that the student be required to temporarily or permanently withdraw or that an applicant may be required to withdraw or defer admission.

45. Fitness to Study procedures also apply to students wishing to study abroad and to those going on placements.

Right of Appeal

46. A student who is required to withdraw/temporarily withdraw (or an applicant whose place is withdrawn/deferred) on fitness to study grounds shall have the right to appeal to the Deputy Vice Chancellor in writing within 7 working days of the decision being communicated to the student's address, including their email address, as recorded on their student record. The grounds for appeal must be that there has been procedural irregularity or other inadequacy in the process by which the withdrawal/temporary withdrawal has been required.
47. Where a student or ap