

UNIVERSITY OF BEDFORDSHIRE
ACADEMIC REGULATIONS
SECTION 3b: REGISTRATION

Document record

Document title	Academic Regulations Section 3b: Registration
Document owner	Registrar
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Document history	Changes to previous version: <ul style="list-style-type: none">• 1.10 new paragraph on course transfers.• 2 - Inclusion of Maximum Periods of Registration.• 4 - Inclusion of Minimum and Maximum Credits4 -

Approved by Academic Board September 2021

Changes to previous version:

- New section 3b created for Registration regulations.
- Changes across Section 3b to reflect house style including the use of plain English and active verbs

	<ul style="list-style-type: none"> • Amendment to 3.3.10 – to clarify the University may decide to terminate students. • Amendment made to Regulation 3.3.11 to clarify that only the Registrar can action students' termination on the basis of a decision taken under Regulation 3.3.10. • Amendment made to Regulation 3.4.1 to include reference to the University Exit/Withdrawal Policy. • Amendment made to Regulation 3.44 – to clarify that attendance policies require approval including any penalties for non-compliance. <p>APPROVED by Academic Board (Chairs action) 1 October 2018</p>
	<p>Changes to previous version:</p> <ul style="list-style-type: none"> • Academic year amended • Page numbering added • Minor amendments made to clarify Regulations 3.2.5; 3.3.10f; 3.5.2 • Minor corrections made to Regulations 3.2.1; 3.4.5; 3.5.4 • Addition to Regulation 3.5.3 Table of Recognised Prior Learning to clarify requirement for Masters' awards. <p>APPROVED by Academic Board 4 September 2017</p>

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SECTION 3b REGISTRATION

Courses with approved variations (for details of the variations please see Section 7 of the Academic Regulations)

LLB Law

BSc (Hons) Occupational Therapy

BSc (Hons) Physiotherapy

1 Registration

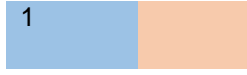
- 1.1 If you are a new student, you must complete the registration process before you are confirmed as a student with the University.
- 1.2 You must agree and sign our terms and conditions as part of this process as this is part of the contract between you and the University.
- 1.3 You must re-register annually on the anniversary of your first registration for the duration of your course.
- 1.4 You must complete your registration by the Friday of teaching week 2 in the first teaching period of your academic year.
- 1.5 If you are registering on a course that is delivered through block periods (postgraduate study only), you must register by Friday of the induction week. If you do not complete your registration by this point, you will be deferred to the next available study block.
- 1.6 If you are a new student and do not register by this point, your status will be returned to the application stage. You will then be asked if you wish to be considered for the next available entry point for the course you applied for.
- 1.7 If you are a new student and do not register by this point, your status will be returned to the application stage. You will then be asked if you wish to be considered for the next available entry point for the course you applied for.

Table of absolute maxima for the completion of all Undergraduate full and part-time programmes

Undergraduate

Full time

Graduate
Certificate



- 5.9 If you have your registration cancelled due to the reasons above and wish to return to study with us, you must formally apply for admission. Details provided in the regulations governing admission to the University.
- 5.10 If you have not been able to fulfil the specific regulations of your course, but have fulfilled the University's academic regulations for progression, we may agree to transfer you to an alternative course. This decision will be made on the advice of the Examination Board.
- 5.11 If you withdraw, or if your study with the University is terminated, the Examination Board will confer the highest award that you are eligible for. The appropriate Examination Board will consider your performance and the credits achieved to date.

6 Students who have been sanctioned

- 6.1 If you have been sanctioned due to the outcome of disciplinary or other University procedures, and are now eligible to return to your studies, you will be required to meet with your Course Co-Ordinator or other designated person to discuss and plan your return to study. This will include, but not limited to, consideration of units and assessment that have been missed or failed due to your absence.