

UNIVERSITY OF BEDFORDSHIRE
ACADEMIC REGULATIONS
SECTION 3b: REGISTRATION

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SECTION 3b REGISTRATION

Courses with approved variations

- (for details of the variations please see Section 7 of the Academic Regulations)

Clinical Exercise Therapy BSc (Hons)

LLB Law

Occupational Therapy - BSc (Hons)

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. Failure to do so will result in the

2 Maximum Periods of Registration

- 2.1 This regulation explains the normal award duration and the maximum duration you can take to complete your course if you require additional time to: retrieve failure, for an approved break in study or because of extenuating circumstances. There are other factors which may impact on the maximum duration, e.g., length of course approval, availability of modules, professional body restrictions (for example, apprenticeships). The maximum period of registration is usually calculated by using the number of years a student would normally complete the programme in plus 2 academic years.

Taught Undergraduate and Postgraduate courses

- 2.2 The table below states the standard and maximum durations of awards for students studying on full-time or part-time undergraduate and postgraduate courses.

2.2.1

Certificate of Higher Education	1	3	2	4
Diploma of Higher Education	2	4	4	6
Foundation Degree	2	4	4	6
Professional Graduate Certificate in Education Post-Compulsory Education	1	3	2	4
Professional Graduate Certificate of Education	1	3	2	4
Professional Graduate Certificate (To include recommendation for QTS)	1	3	2	4
Degree without Honours*	3-4	5-6	6-8	8-10
with Honours *	3-4	5-6	6-8	8-10
with Honours (Note: including professional work experience) *	4	6	8	10

engagement by applying our attendance and engagement policy and this forms part of the measures we use to determine your engagement in your studies.

- 5.3 If you are absent through illness or other reasons, you must inform us through the process set out as part of our attendance and engagement policy. You must comply with the reporting requirements of any relevant funding bodies or sponsors as applicable to your course.
- 5.4 If you need to have a period of absence from your course, you may apply to interrupt your course and return to your study at a future date. The application for interruption will be considered by your Course Co-ordinator and other appropriate advice will be given.

