UNIVERSITY OF Southampton

Understanding this document

The purpose of this Transcript is to provide sufficient data to improve the transparency and fair academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this Transcript is appended. It is free from any value judgements, equivalence statements or suggestions about recognition.

The information given overleaf is provided by the University#, under the terms of the Data Protection Act 2018, from its student administration system as the academic and identifying personal information recorded for the student named. It is issued with an explanatory document.

The Transcript is divided into the following three sections; section one, information identifying the holder of the qualification; section two, information identifying the qualification; section three, information on the level of the qualificiation and credits achieved.

The Transcript is an authoratitive and official record of a learner's programme of study to date, the grades they have achieved and the credit they have gained. The Transcript is not proof of an Award from the University.

The University's programmes of study leading to the award of a named degree or other qualification comprise the study of modules. A module is a self-contained unit of teaching, learning and assessment. Each module has a credit weighting based upon the proportion of time that students are expected to devote to the module. The University uses a credit point system compatible with the QAA Higher Education Credit Framework for England: Guidance on Academic Credit Arrangements in Higher Education in England, October 2014. The European Credit Transfer Scheme (ECTS) has been developed by the European Commission. This is a system based on ECTS credits (student workload), designed to facilitate mobility, credit accumulation and transfer and the international recognition of periods of study completed abroad. Occasionally students may accumulate credits at other institutions. This University will represent the marks achieved for those credits on this document. The modules taken outside of the University can be clearly identifed by the last 3 digits of the module (e.g. BIOL1999). The language competency levels used by the University are informed by the Council of Europe's Common Framework of Reference. Modules are assigned levels, represented on this document with the following values and meanings:

0/NQF3 Level 3 (Foundation level)	6/NQF7 Level 7 (Master)
1/NQF4 Level 4 (Certificate of Higher Education level)	7/NQF8 Level 7 (Master of Philosophy)
2/NQF5 Level 5 (Diploma of Higher Education level)	8/NQF8 Level 8 (Doctorate)
3/NQF6 Level 6 (Bachelor including Advanced Diploma in Nursing)	L1-L7 Language competency levels 1-7

The modules and credits studied in each programme year are set out in the individual programme specification as published.

All the module outcomes obtained by a student are represented on this document. The module outcome is represented by a mark. Numerical marks are shown in the University's 0-100 scale. Non numerical marks are shown on a scale of A, B, C, D , E, F. The letter P denotes a Pass and the letter F denotes a Fail, where the module is being marked on a pass / fail basis. Where P is used as postscript to a numerical mark it denotes that the module has been passed, even though the mark appears to be below the module pass mark. Where F is used as postscript to a numerical mark it denotes that the module has been failed, even though the mark appears to be above the module pass mark. The notation 'AU' indicates that the module was audited: this means that the student attended the teaching, but assessment was not taken for any credit. The notation 'AUAB' indicates authorised absence from the assessment of the module. Each mark printed on this document is accompanied by relevant mark code. The code denotes as follows:

OE - Original Entry;	recording the student's original achievement in the first attempt at the module assessment. This may also be shown as CA, CE, CC, CH, RC, RR, SA, SG
RE - Referral;	recording the student's achievement in the referral sitting of a module when the original achievement was not a pass
CR - Capped Mark;	recording the level at which the student's mark was capped following a referral, according to the regulations used for progression and in the classification of Award
OM - Original Mark;	recording the student's achievement when taking referral as if for the first time according to the regulations used in progression and in the classification of Award

If you have any queries about the information contained within this Transcript, please contact the Exams and Awards Office by email at: studenthub@soton.ac.uk or telephone on: 0044 (0) 23 8059 9599.

or one of its accredited colleges or affiliated institutions

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