

## REGULATIONS FOR UNDERGRADUATE MATRICULATION

### MEANING OF THESE REGULATIONS

1. Matriculation is the act of placing a student's name upon the matricula or roll of members of the University.
2. In order to matriculate, a student must be qualified in accordance with these regulations. Undergraduate students must also have been admitted to a college or recognised society within the University or to an affiliated college.

### MATRICULATION FOR UNDERGRADUATE DEGREES

3. All students entering to read for an undergraduate degree, certificate or diploma must matriculate at the beginning of their first term of study, unless the regulations of the programme state otherwise. They shall be qualified to matriculate by reason of their admission for the programme in accordance with the published entry requirements.
4. Candidates will also be required to satisfy the University's requirements in respect of English language proficiency.
5. Students who do not satisfy entry criteria for the programme to which they are applying or regulation 4 above may still be able to receive an offer of admittance to the University subject to the approval of a Matriculation Concession. A Matriculation Concession shall only be agreed where the University feels that an applicant has sufficient academic ability to complete successfully the programme of study in which they are interested.
6. Candidates for matriculation must either be 18 years of age on entry or turn 18 years of age before 1 September at the end of their first academic year of study. Students who are not 18 years of age on entry but who turn 18 years of age before 1 September at the end of their first academic year may be allowed to matriculate provided that explicit written consent is received from the applicant's parents or legal guardians. Students who are not 18 years of age on entry and who do not turn 18 years of age before 1 September at the end of their first academic year will not normally be permitted to matriculate.

### REGULATIONS FOR THE ACCREDITATION OF PRIOR LEARNING

7. The University has provision to grant Accreditation of Prior Learning (APL) which may be either Certificated or Experiential to students taking undergraduate programmes subject to the following regulations.
8. The award of APL is entirely at the discretion of the University by concession.
9. The responsibility rests with the student to demonstrate that he/she has achieved the intended learning outcomes of the module(s) in respect of which he/she is requesting APL.
10. The student must submit his/her request in accordance with the procedure laid down by the University.
11. A student may not be given APL in respect of more than one-third of his/her total programme of study.
12. A full-time undergraduate student may not be given APL in respect of more than 40 credits per year without compromising his/her full-time status.
13. APL may normally only be requested in respect of prior learning that has taken place in the five years prior to the submission of the APL request.
14. A student seeking direct entry to Level 2 should not apply through the APL procedure. Students wishing direct entry to Level 2 will be required to have satisfactorily passed Level 1 elsewhere and may be required to pass, at a specified standard, any modules or courses currently underway, including at Level 2 or above.

15. If a student is granted direct entry to Level 2 this will count towards the one-third of his/her study permitted by APL in regulation 10 above.
16. Students seeking to commence a programme at the University who are not in good standing as a result of academic failure in a previous programme of study (either at the University or elsewhere) will not be eligible for APL and must take the whole of the new programme of study.
17. Modules awarded by APL shall be recorded as a Pass.
18. If a student is given APL in respect of a module which contributes to his/her degree classification the classification shall be made on the basis of the remaining modules studied at Durham with the weighting for the Level concerned being unchanged.

#### REGULATIONS GOVERNING APPLICATIONS FROM STUDENTS WHO ARE NOT IN GOOD STANDING

19. A student from another university who is not in good standing with that university as a result of academic failure and wishes to transfer to Durham to enter Level 1 of a Durham programme will require a matriculation concession before being offered a place.
20. A student who studied previously at Durham and who when he/she left was not in good standing with the University as a result of academic failure and wishes to re-enter Durham to enter Level 1 of a different University programme will require a matriculation concession before being offered a place. This regulation applies to such students for a period of five years after they leave the University.
21. A student who is currently at Durham but is no longer in good standing with the University as a result of academic failure and wishes to recommence study at Level 1 of a different Durham programme will require a concession to do so but will not require a matriculation concession.
22. Students who are not in good standing with Durham or any other university as a result of academic failure when they apply to commence a programme of study at Durham shall not be eligible for APL in respect of any of the modules which they took in studying the programme on which they have failed.
23. Students who are not in good standing with Durham or any other university as a result of disciplinary procedures will not normally be accepted to study at Durham.