



## Global Graduate Award in Sustainability Terms and Conditions

*Please read these terms and conditions carefully before submitting your application.*

Students must ensure that the selected course does not clash with their Semester 1 timetable or other commitments before applying for a course.

Students must ensure that, to the best of their knowledge, they are able to attend for the whole duration of the course. (Please note that students who cannot attend for both semesters, eg, exchange students are unlikely to secure a place.)

Students who fail to attend the first session without prior notification may lose their place on the course to the next person on the waiting list.

Undergraduate (UG) students can withdraw from the course until Thursday 12th October 12 noon. If UG students fail to withdraw and do not satisfactorily complete the course, the course will be recorded on their transcripts and a mark of zero will appear.

Students with timetable clashes in Semester 2 will be withdrawn from the course, and no record of the course will appear on their transcripts. It is the student's responsibility to inform the course administrator. Failure to do this risks a fail mark being recorded on UG student transcripts.

To pass the course successfully, students must achieve an aggregate mark of 40 per cent.

Students must observe the deadlines for assessed coursework. Late submission will be penalised in accordance with the University Regulations.

Assessment is by two assignments: Individual Assignment (70%) and Group Video (30%).

- For the Individual Assignment students must submit 10 short essays (250 words maximum). These essays should be written soon after each week's Lecture Session and should present highlights learnt that week. Of these, two will be selected by the Module Leader for marking.
- If 10 essays are not submitted<sup>1</sup> overall the student will be awarded zero marks for the Individual Assignment.
- Students who have not submitted at least 10 essays as part of the Individual Assignment will not be included in groups for the Group Video work, and therefore will be awarded zero for the Group Video.

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<sup>1</sup> The deadline for each essay is 4pm on the Tuesday following the Lecture Session to which it refers. Failure to submit is deemed as not submitting the assignment within 4 days of the deadline (ie 96 hours).

Students must inform the course leader in advance if they are unable to meet a deadline for submission of assessed coursework due to extenuating circumstances (eg, illness). Students must provide evidence of extenuating circumstances (eg, medical certificate) in accordance with the University regulations.

Postgraduate students must complete the course successfully to receive a certificate.

The University reserves the right to cancel the course in case of low numbers of students.