Student Module Record Form (SMRF) – Student Guidance

Item	Description
Document Reference:	GD.032-v001
Document Name:	Student Module Record Form (SMRF) – Student Guidance
Review Date:	March 2023
Last Reviewed:	March 2022
Commencement Date:	September 2015
Approving Authority:	Followed a previous approval process
Date Approved:	Followed a previous approval process
Department Responsible for maintenance & review	Academic Registry, Quality and Teaching Excellence
Contact:	ar.qte.regs@northumbria.ac.uk

Student Module Record Form (SMRF) – Student Guide

The Exam Board (PAB) decision is given in the top right-hand corner of your SMRF.

Information on the modules you have taken to date is also provided. This includes the marks for each assessment component completed, the overall module mark result and grade, and the credits awarded. Most modules and assessment components are marked on a percentage scale (1- 100); some may be grade only (pass/fail). Module marks are also rounded up or down to the nearest percentage. The pass mark for undergraduate modules (up to and including level 6) is normally 40%; the pass mark for postgraduate modules (level 7) is 50%. To pass a module you must have achieved the module pass mark, unless there is a Professional Body Requirement in place which requires you to have completed all assessment components, and/or passed all assessment components.

Your module marks have been calculated from the marks for individual components of assessment and their weightings (for example a student on a module assessed by an exam (weighted at 50%) and an essay (weighted at 50%) who has a mark of 60% for the exam and a mark of 50% for the essay, will have an overall mark of 55% for the module). The following table gives information on component and module grades. Please note that exceptionally, in confirming the module marks the Exam Board may have agreed that overall module marks be scaled either upwards or downwards; with no change to the component marks.

SMRF Grades	Description	What this means
AB	Absent from examination or non-submission of coursework	Our records indicate that you did not attend an exam or that you did not submit coursework. If this is not the case, you should contact Ask4Helpas soon as possible.
AM	Academic Misconduct	This is a temporary grade used when an allegation of academic misconduct is being investigated.
ER	Early Referral – component fail	You have taken an early referral (resit) and failed the component.
GF	Grade – only component - fail	You have failed a grade-only component – see module grade for overall result
GP	Grade – only component - pass	You have passed a grade-only component – see module grade for overall result.
SE	Short Extension	You have approval to submit coursework after the set deadline.
LU	Late Unapproved	You submitted coursework after the set deadline without prior approval. Assessment for the module is regarded as incomplete.
NP	Non-submission with PEC (personal extenuating circumstances)	Your personal extenuating circumstances claim has been accepted as a valid reason for non-

Grade	Description	What this means
		attendance at an exam or non-submission of work.
P	Pass	You have successfully completed the component.
PX	PEC (personal extenuating circumstances)	Your Personal Extenuating Circumstances claim has been accepted for this component.
R	Refer	You have failed the component – see the Module grade for your overall module result.
WD	Withdrawn	You were recorded as withdrawn for this component.
C	Compensated	Your module failure has been compensated. The module pass mark and credit have been awarded.
D	Distinction	You are on an HNC programme and have been awarded a mark of 70% or more for the module.
EF	Early referral – module fail	You have taken an early referral (resit) and failed the module. The Exam Board has noted this but cannot make a decision until you have completed all modules at that level.
EP	Early referral – pass	You have taken an early referral (resit) and passed the component or module. The Exam Board has noted this but cannot make a decision until you have completed all modules at that level.
F	Fail	You have failed the module and have no referral (resit) opportunity. No credits have been awarded. You will be informed about any repeat opportunities.
IC	Assessment Incomplete	You have not yet completed one or more assessment components of the module.
M	Merit	You are on an HNC programme and have been awarded a mark of 55% or more for the module.
QR	Qualified Refer	You have achieved the module pass mark but have been referred in one or more failed assessment components as your programme regulations require

Grade	Description	What this means
		you to pass each individual assessment component.
WF	Withdrawn – Fail	You have withdrawn, the module has been failed and no credit has been awarded.
XI, XR	Defer	You have a deferral (first sit) opportunity. The mark for the deferral will count in full. XI denotes that assessment for the module was incomplete.
X3	Exceptional third resit	The Exam Board has agreed to offer you a further resit opportunity. Please note that this is only offered in exceptional circumstances.
TM	Used for students at Level 5 and above where Module Learning Outcomes have not been met	Module Learning Outcomes have not been met as a result of Academic Misconduct. Therefore, a referral is required for that assessment component even if overall module has been passed.
CD	Component deferral/referral opportunity (Covid/Cyber Incident TEC)	Deferral/referral opportunity offered due to University TEC related to Covid-19 or cyber incident, or exceptionally where the Progression and Awards Board felt there was evidence of material difference and you have been granted an optional extra attempt
ZR	Module Defer/Refer (Covid/Cyber Incident TEC)	Module deferral/referral opportunity offered due to University TEC related to Covid-19 or cyber incident
ZP	Module Pass (Covid/Cyber Incident TEC)	Module pass mark achieved but some components were affected by the covid/cyber TEC
CV	Covid Module Exemption	Module credit has been awarded for the module(s) to enable progression or award.
DA	Assessment non submission. Late DSSR - PSRB Marking Schemes only	Records indicate that you did not attempt this assessment. However, it is acknowledged that a DSSR has now been applied.
DS/DR	Module defer following Late DSSR	You have a deferral (first sit) opportunity. The mark for the deferral will count in full. 'DS' denotes that the assessment for the module was incomplete.
LD	Late DSSR	You now have a DSSR which was not in place at the time of this assessment

Guidance is available to students via the:

- [Student PortalAsk4Help](#) team at Student Central (locations: Library, CCE1 & CLC)