

Regulations of the School of Humanities and Social Sciences on Continuous Assessment

Article 1 General information on continuous assessment and rules on continuous assessment.

The Regulations of the School of Humanities and Social Sciences on Continuous Assessment are to contribute to continuous assessment being used consistently and in a fair and transparent manner within the School and to continuous assessment not being misused. Continuous assessment consists in formative assessment and is intended to enable students to monitor their own educational performance and improve what needs to be improved. These regulations are set to complement Regulations on Course Assessment for the University of Akureyri No. 885/2009.

Article 2 Required minimum grade for course element.

An instructor is not permitted to require a minimum grade for continuous assessment elements that weigh less than 10% of the final grade. The word “minimum grade” always refers to 47,5% of the maximum grade, cf. Article 7d) in the Regulations on Course Assessment. Students who do not reach the required minimum grade for a course element have that grade registered as their final grade in the course, or the highest failing mark if they have failed more than one such element.

Article 3 Re-taking.

Students who failed or were sick when course assessment took place shall be offered the chance to re-take course elements, on the condition that the illness is confirmed with a doctor’s note. In the case of continuous assessment elements which count for 10-29% of the final grade, the re-taking shall take place during the course period. The re-taking shall be carried out during the make-up exam period of the term if the re-taking counts for at least 30% of the final grade, cf. Article 5 in the Regulations on Course Assessment. This applies in the case of both exams and assignments. In the case of repeated assignment submission, the course tutor shall administer a new assignment. The due date is the last day of the make-up exam period. The re-taking of a course element may be in a different form than the original course assessment; an assignment can, for example, be repeated with an exam. This arrangement is up to the teacher to decide. It is permitted to combine the re-taking of course elements with up to a 100% exam. Each course element, though, may only be re-taken once. The course tutor announces the expected return of marks in the syllabus. Instructors’ return of marks shall generally be in accordance with obligations for marks return specified in the Regulations for Course Assessment.

Article 4 Special circumstances.

An instructor is authorised to allow a student to return an assignment after the specified due date. An instructor must carefully verify that such a request is due to important personal reasons. Students who do not show up for an exam (written or oral), and do not have a doctor’s note, receive a grade of 0. Students who do not return an assignment at the appointed time have their grade lowered by 0,5 for each weekday past the due date.

Article 5 Take-home exams.

Course tutors who use a take-home exam are required to set clear rules on the conducting of the exam, such as on permitted exam aids, cooperation of students when taking the

exam, and time limits. A student who does not return a take-home exam at the appointed time receives a grade of 0.

Article 6 Class participation.

A course tutor is allowed to assess a grade for participation in class, though never amounting to more than 15% of the course grade.

Article 7 Entry into force.

The regulations enter into force on 1 August 2010. Simultaneously, the Regulations of the Faculty of Law and Social Sciences on Continuous Assessment become void.

Approved at a School Assembly of the School of Humanities and Social Sciences on 26 May 2010 and in the University Council on 8 June 2010.