



## **Compulsory attendance at, and assessment of, SUPA Courses**

*This statement was originally unanimously agreed by the SUPA Graduate School Management Committee and the SUPA Executive Committee (which includes the Heads of Departments/Schools) for implementation in September/October 08. It was updated by the Graduate School Management Committee for implementation in September/October 09.*

Every PhD student within SUPA is required to undertake **a minimum of 40 hours of SUPA Technical Courses** during the first 2 years of their PhD studies. Within some Themes, e.g., Particle Physics, there will be a higher recommended number of hours of SUPA Technical Courses.

SUPA Technical Courses include:

- SUPA Graduate School Lectures
- SUPA Distance Learning Courses
- Summer Schools recommended by the Themes
- Relevant Non-SUPA courses, provided these are assessed and the proper credit application process followed

In addition, every PhD student within SUPA is required to **undertake a minimum of the equivalent of 20 hours (or 4 days) of generic skills development** during the first 2 years of their PhD studies.

- Generic skills development includes SUPA, departmental and/or university and research council programmes as appropriate

**Students should discuss participation in courses in advance with their supervisors.**

### **Assessment**

The performance of PhD students in technical courses will be assessed and all students will be required to undertake and pass all relevant assessments, unless they choose to audit the course. In the case of auditing, students will receive no credit towards their 40-hour requirement. Courses may be assessed by different methods as appropriate to the subject area. Examples of appropriate assessment include any combination of written examinations, continuous assessment, a dissertation, oral etc. Students taking non-SUPA courses must agree an assessment method with the lecturer before the start of the course.

Lecturers are required to notify students of the assessment details by the start of the course and to report their marks in the SUPA online gradebook by the specified deadlines. All marks must be on a 0-100 point scale, with a pass mark of 50. (Where SUPA postgraduate courses are part of the final year undergraduate curriculum, the pass mark may be 40.)

Student performance will be recorded and monitored regularly by SUPA Central and information will be provided to departments via the GSMC and the EC for consideration of student progression.