



NCS109/1: UGR Continuance Regulations for Undergraduate and Master's Degree Students

- Approved by the Social Council in its plenary session of 28 June 2016

UGR CONTINUANCE REGULATIONS FOR UNDERGRADUATE AND MASTER'S DEGREE STUDENTS

(Approved by the Social Council in its plenary session of 28 June 2016)

Preamble

Article 1. Purpose and scope of application

Article 2. Modes of study

Article 3. Minimum academic performance required to continue studies

Article 4. Maximum number of assessment sessions per course

Article 5. Maximum periods of study for undergraduate and master's degree students

Article 6. Withdrawal from studies

Article 7. Maximum periods of study and assessment sessions for transfer students

Article 8. Continuance of students from other curricula

Article 9. Students with specific educational needs

Article 10. Failure to achieve the required minimum academic performance and students who have exhausted their maximum period of study

Article 11. UGR Committee for Continuance Standards

Transitory provision: Students registered in the current academic year 2015-16

Single additional provision

Repealing provision

Final provision: Entry into force

Preamble

Universities have the responsibility to make effective use of the public resources they receive in order to meet the educational needs of their students. Hence, the University of Granada must provide students with both quality education and the necessary resources to guarantee satisfactory academic performance. Likewise, students have the duty to complete the academic activities required for the courses in which they are registered, as stipulated in Article 141 of the University of Granada Statutes. Therefore, it is imperative to regulate the conditions and limits concerning the continuance of students at the University in order to ensure a minimum level of academic performance.

Article 2.2.f) of Organic Law 6/2001 of 21 December on Universities confers autonomy on universities to regulate "admissions, continuance and the verification of students' knowledge". Likewise, Article 142.1 of the University of Granada Statutes, in accordance with Article 46.3 of the aforementioned Organic Law, confers on the Governing Council the powers of proposing "the rules that regulate the progress and continuance of its university students, in consonance with the characteristics of each degree programme". These rules must then be approved by the Social Council. Thus, the UGR Continuance Regulations for Official Studies were approved by agreement of the Social Council on 5 April 2011 (BOUGR no. 44, 13 June 2011) and partially modified in its Article 6.1 by agreement of the same body on 16 November 2012 (BOUGR no. 67, 21 December 2012).

Five years have passed since these regulations were implemented and, although they have clearly contributed to the objective of improving the learning achievements and academic performance of our students, it is necessary to review some aspects of their content in order to simplify their enforcement and make their application more flexible. For this reason, we have developed new regulations that organise—in a simple and efficient way—the requirements for continuance on undergraduate and master's degree studies at the University of Granada. The new system is structured around three main requirements: a minimum level of academic performance at the beginning of studies, a maximum number of failed assessment sessions per course and a maximum period of study. We offer the possibility of choosing between part-time and full-time studies, thus catering to the needs of students with different social and economic backgrounds. Furthermore, the UGR Committee for Continuance Standards is authorised to find a reasonable and fair solution for exceptional situations arising from students' personal circumstances.

These regulations have been developed in collaboration with all the interested sectors and representatives of the UGR's faculties and schools and have been approved by the current UGR Committee for Continuance Standards. They have also received a favourable report from our Legal Services and the UGR Regulations Committee. Lastly, in accordance with Article 46.3 of Organic Law 6/2001 of 21 December on Universities, these regulations must be approved by the Social Council, following a report from the Universities Council.

Article 1. Purpose and scope of application

1. The purpose of these regulations is to establish the modes of study and the conditions related to the progress and continuance of students at the University of Granada.
2. These regulations will be applicable to all students undertaking an official undergraduate or master's degree programme (regulated by Royal Decree 1393/2007 of 29 October) at the UGR, regardless of whether they are full-time or part-time students, as stated in the following article.

Article 2. Modes of study

1. Students may register in the official degree programmes taught at the University of Granada on a full-time or part-time basis.
2. In order to be considered a full-time student, the following requirements must be met:
 - a) Undergraduate students must take a minimum of 60 credits during their first academic year. In subsequent years, students must take between 42 and 78 credits. Double degree students may take a maximum of 96 credits. Exceptionally, a greater number of credits may be taken depending on the Regulations for formal registration that are issued each academic year.
 - b) Master's degree students must take between 42 and 60 credits, inclusive, during their first academic year. Exceptionally, a greater number of credits may be taken depending on the Regulations for formal registration that are issued each academic year.
 - c) A student is considered to be studying part-time, both at the undergraduate and master's degree level, if they are taking between 24 and 41 credits, inclusive.
3. If the student is simultaneously registered in more than one degree programme, this will not determine or affect their mode of study.

Article 3. Minimum academic performance required to continue studies

1. New students registered in an official undergraduate or master's degree programme at the University of Granada must pass at least six credits corresponding to the first academic year of their curriculum, irrespective of their chosen mode of study.

2. The University of Granada, through its academic guidance services, will establish a second-year monitoring, guidance and support plan for students who have passed only 6 credits in their first academic year.

3. By the end of their second academic year, in order to secure their continuance, full-time students must have passed at least 18 credits, whereas part-time students must have passed at least 12 credits.

Article 4. Maximum number of assessment sessions per course

1. Students registered at the University of Granada are entitled to two assessment sessions (one ordinary session and one extraordinary session) per course and academic year, as established in the UGR Assessment Policy and Regulations.

2. Students may take a maximum of six assessment sessions to pass a course, including both ordinary and extraordinary sessions.

3. An assessment session will only count towards the total if the student takes the exam and a grade is registered in the official assessment results. If the recorded result is "Assessment not taken/*no presentado*", the student will not be deemed to have made an attempt at the exam.

4. Students who do not pass a course in their sixth assessment session will not be allowed to continue their undergraduate or master's degree studies at the University of Granada, with the exception of undergraduate students entitled to curricular compensation as established in the UGR Assessment Policy and Regulations.

Article 5. Maximum periods of study for undergraduate and master's degree students

1. Full-time undergraduate students will have the following maximum periods to complete their studies:

- a) For 240-credit undergraduate degrees, up to seven years of enrolment on the programme.
- b) For 300-credit undergraduate degrees, up to eight years of enrolment on the programme.
- c) For 360-credit undergraduate degrees and UGR official double undergraduate degree programmes, up to nine years of enrolment on the programme.
- d) For inter-university undergraduate double degree programmes established with national or international universities, the maximum period of study will be determined by the agreement regulating the corresponding programme. Alternatively, the maximum period of study will be established by the regulations of the university where the student is undertaking the double degree programme.

2. Full-time master's degree students will have the following maximum periods to complete their studies:

- a) For 60-credit master's degrees, up to three years of enrolment on the programme.
- b) For master's degrees of between 61 and 90 credits, up to four years of enrolment on the programme.
- c) For master's degrees of between 91 and 120 credits, up to five years of enrolment on the programme.

3. Notwithstanding the above, master's degree students who have exhausted their maximum period of study but have not yet completed their master's dissertation will be granted an additional assessment session, provided that their degree has not been discontinued and they have not used up all six assessment sessions, as established in Article 4 of these regulations.

4. Students registered part-time will have twice the maximum periods of study established in the first and second paragraphs of this article for full-time students. However, if the student changes to full-time study, the permitted period of study will only be doubled in proportion to the number of years registered part-time.

Article 6. Withdrawal from studies

1. A student will be considered to have withdrawn from an undergraduate or master's degree if they have voluntarily stopped registering in their degree programme for two academic years, even if they keep their official academic transcript open at the University of Granada.

2. Students who have withdrawn from their studies while meeting the minimum academic performance requirements may apply for re-enrolment. In these cases, the dean or director of the corresponding faculty or school, or the coordinator of the corresponding master's degree, will decide whether to accept or reject the student's admission.

Article 7. Maximum periods of study and assessment sessions for transfer students

For students transferring from other universities, the UGR will take into account the academic years that have elapsed since their initial enrolment and the number of assessment sessions taken at their home university, in accordance with the criteria set forth in these regulations.

Article 8. Continuance of students from other curricula

With regard to students who have credits recognised within the framework of Bachelor's or Master's degrees regulated by Royal Decree 1393/2007, to determine the period of time that they must spend in the programme, one year will be subtracted for every 60 credits recognised in the credit transfer and recognition process.

Article 9. Students with specific educational needs

1. The University will suitably adapt these Continuance Regulations to guarantee the continuance of students with specific educational needs, assessing each specific case and adopting the appropriate specific measures.

2 For these purposes, the UGR Committee for Continuance Standards, as established in Article 11, is authorised to assess each specific case and adopt the appropriate measures, following a report from the Inclusion and Diversity Unit.

Article 10. Failure to achieve the required minimum academic performance and students who have exhausted their maximum period of study

1. Students who do not meet the academic performance conditions or who have exhausted the periods of study established in the previous articles will not be allowed to continue studying the degree programme in which they are registered.

2. However, they may enrol in other studies at the University of Granada, provided that there are vacant places on the degree they wish to study and they comply with the enrolment rules and procedures. If the student also fails to comply with the academic performance conditions or if they exhaust the maximum period of study established for the new degree, they will not be allowed to pursue any other official studies at the University of Granada.

3. If the student is unable to meet the academic performance or continuance requirements established in these regulations due to exceptional and well-documented circumstances, they may request an exemption to such requirements from the UGR Committee for Continuance Standards, as established in the following article.

Article 11. UGR Committee for Continuance Standards

1. The UGR Committee for Continuance Standards is the body in charge of applying and interpreting the continuance regulations issues assigned to it in this article, and its powers extend to all undergraduate and master's degree students at the University of Granada.

2. The UGR Committee for Continuance Standards will be composed of the following members, who will have a four-year term of office (unless they cease to hold their post):

- a) A vice-rector responsible for student affairs, who will chair the committee.
- b) A vice-rector responsible for undergraduate and postgraduate studies.
- c) A member of the UGR's Social Council.
- d) Two lecturers appointed by the Governing Council at the proposal of the Rector.
- e) Two deans or school directors appointed by the Governing Council at the proposal of the Rector.
- f) Three students appointed by the Governing Council at the proposal of the Student Council (DGE).
- g) A member of the administrative and support staff (PAS) belonging to the vice-rectorate responsible for student affairs, appointed by the Governing Council at the proposal of the Rector.

3. Depending on the nature of the matters to be resolved, any experts, advisors or members of the university community that the chairperson deems appropriate may attend the meetings of the Committee, with the right to speak but not to vote.

4. The functions of the UGR Committee for Continuance Standards are:

- a) To process requests for exemptions provided for in Article 10.3 of these regulations, after consulting the academic committee of the corresponding faculty, school or master's degree.
- b) To assess the situations of students with specific educational needs, as well as other cases regulated in the University Student Statute, and adopt all the appropriate measures.
- c) To establish interpretation criteria for the application of these regulations.
- d) To monitor the implementation of these regulations. To this end, the Committee will submit an annual report to the Governing Council for submission to the Social Council. This report must then be distributed to all faculties and schools in order to facilitate the task of guiding and informing students.
- e) To propose amendments to these regulations to the Governing Council, if deemed necessary.
- f) Any other function assigned by the Social Council in relation to the progress and continuance of students at the University of Granada.

5. The agreements of the UGR Committee for Continuance Standards may be appealed before the Rector.

Transitory provision: Students registered in the current academic year 2015-16

Students registered in undergraduate or master's degree programmes at the UGR in the current academic year 2015-16 will be entitled to an additional assessment session (subject to these regulations) if they have already used up the maximum number of sessions established in the previous regulations.

Single additional provision

In the Spanish version of these regulations, all references to single-member governing bodies are to be understood as referring to both the male and female gender.

Repealing provision

Any provisions of equal or lower rank which oppose these regulations are hereby repealed, in particular the Continuance Regulations approved by agreement of the Social Council on 5 April 2011 (BOUGR no. 44, of 13 June) and partially modified in its Article 6.1 by the agreement of 16 November 2012 (BOUGR no. 67, of 21 December).

Final provision: Entry into force.

These regulations will come into force in the academic year 2016-17, following their publication in the UGR Official Gazette (BOUGR).

