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Alternative Format

If you require this Academic Progress Policy document in an alternative format please [Contact Us](#) (visit www.open.ac.uk/contact), telephone us on +44 (0)300 303 5303, or get in touch with your dedicated Student Support Team via StudentHome if you are a current Open University student.

Welsh-speaking Students and Learners are welcome to speak with a student support adviser in Welsh on +44 (0) 29 2047 1170.

Introduction

This policy defines:

- What constitutes sufficient academic progress for Students to be able to register or enrol for further study.
- How academic progress is monitored.
- How and when study restrictions are applied to Students.
- How to apply for permission to undertake further study if a study restriction has been applied.
- The guidance and support you will be offered to help you in an application to return to study following a restriction.

This policy explains the rules for determining whether you have made sufficient academic progress in relation to the rule in the [Academic Regulations 2025/26 \(Taught Courses\)](#) D2.1 Study Restrictions for Academic Reasons (b).

For specific guidance on how this policy may relate to your personal circumstances, please [contact us](#).

Scope

What this policy covers

The rules on monitoring academic progress in this policy apply to Students studying undergraduate modules at Open University Levels 1, 2 and 3 which equates to FHEQ levels 4, 5 and 6. This includes all undergraduate modules studied on a standalone basis as well as undergraduate modules studied as part of a qualification. There is a separate Academic Progress policy for Apprentices.

If you have a study restriction applied and you wish to register or enrol to study either additional undergraduate study, or a short course, an Access module or a postgraduate module, you will need to contact us for permission to study any of these courses or modules as set out in this policy. If you are on a Programme which is subject to a Supplementary Agreement you should also refer to this document for additional information about continuing study after failing a module.

What this policy does not cover

This policy does not apply to Students and Learners studying access modules, short courses, microcredentials, vocational qualifications, postgraduate modules or qualifications or research degrees.

This policy does not cover other potential conditions or restrictions to further study which are set out in the Fitness to Practice procedure or the Fitness to Study policy.

Support and Information

How to contact us

If you have any queries about the content provided within this document and how to interpret it, please [Contact Us](#). All contact details for The Open University can be found at [OU Offices](#).

Welsh-speaking Students and Learners are welcome to speak with a student support adviser in Welsh on +44 (0) 29 2047 1170.

Further Information

Online information that aligns with this policy is available in this article [Implications of unsuccessful study](#).

Policy

1. Policy Purpose

- 1.1 The purpose of this policy is to explain how we monitor whether sufficient academic progress is being made by individual Students, and how we apply study restrictions to those Students who experience repeated difficulties in successfully completing study. It also explains how a Student can apply to return to study following a study restriction.

2. Principles of Academic Progress

- 2.1 You are making sufficient academic progress if you have successfully completed your most recent undergraduate study.
- 2.2 Successful completion of study means that you have been awarded credit for one or more modules, including being awarded a pass result following a postponement or a resit/resubmission.
- 2.3 If you are registered or enrolled on multiple modules in the same presentation, successful completion of at least one module will mean you are making sufficient academic progress in the context of this policy, even if you do not successfully complete the remaining module(s) being studied in that presentation.
- 2.4 If you do not successfully complete any of your undergraduate study in your most recent presentation this will affect your academic progress status.
- 2.5 You will be considered to have **not** successfully completed your study if you have not been awarded credit for at least one undergraduate module you were registered or enrolled for in that presentation. This can happen if:
 - you did not cancel your module(s) within the 14-day statutory cancellation period
 - you deferred or withdrew from your module(s)
 - you received a fail (no resit / resubmission) result for your module(s)
 - you received a fail result in a resit or resubmission attempt for your module(s)

3. How academic progress is monitored

- 3.1 If you have not successfully completed any undergraduate study in your most recent presentation according to the principles in Section 2 of this document, we will apply an academic progress status to your student record. There are three progressive stages of academic progress status: At Risk, Alert and Restricted.
- 3.2 **At Risk.** If you have not successfully completed any of your most recent undergraduate study in a single presentation you will be considered to be at risk of not making sufficient academic progress. You will still be permitted to register or enrol for another module.
- 3.3 **Alert.** If you already have at risk status and you stop studying or fail outright all undergraduate modules in your next presentation so that you have not successfully completed any study in two consecutive presentations, you will be placed at alert status. You will be permitted to register or enrol for another module. We will inform you that you must successfully complete your next undergraduate module in order to continue freely with your studies in future. Your [Student Support Team](#) will be able to provide you with advice and guidance about your plans for future study.
- 3.4 **Restricted.** If you are already at alert status and you stop studying or fail all undergraduate modules in your next presentation so that you have not successfully completed any study in three consecutive presentations, you will be placed at restricted status. You will be notified that you are not eligible to register or enrol for further study unless an application to return to study is approved as set out in [Section 4 of this policy](#).
- 3.5 If you are placed at restricted status and you are already registered or enrolled on a module that has not yet started, your registration or enrolment for that module will be cancelled by us and any fees paid will be refunded in line with the [Fee Rules](#).

- 3.6 If you are placed at restricted status after the start date of a module you are currently studying, you may continue to study that module. If you successfully complete that module and it is at Open University Level 1 or above (including postgraduate modules) with a value of 30 credits or more, you will be deemed to be making sufficient academic progress, and the restricted status will be removed.
- 3.7 When you successfully complete a module any academic progress status marker on your record is removed. Any academic progress status applied under these rules will show on your study record only for as long as it is in place. Once it is cleared, it will not be retained. This means that it will not appear on any certificate, transcript, or other document issued on completion of your studies. If you think that an academic progress status has been applied incorrectly or has not been cleared as expected, you should contact your [Student Support Team](#) for an explanation and advice on next steps.

4. Applying for permission to undertake further study whilst you are at 'restricted' status

- 4.1 If you are placed at restricted status, you will not be able to register or enrol on further undergraduate modules unless we give our permission for you to do so.
- 4.2 To return to undergraduate study after being placed at restricted status you must complete an application, available via [Implications of unsuccessful study](#). Contact your Student Support Team via StudentHome or at [Contact Us](#) for a hard copy of the form.
- 4.3 The application process requires you to reflect on the reasons you did not successfully complete your previous study, and how your circumstances or approach to study have changed and/or improved. We may approve your application for further undergraduate study if your application demonstrates you have the potential to succeed with future study.

- 4.4 If you are given permission by your Student Support Team to study whilst you are placed at restricted status, this may be limited to the study of a specified module, level or category of modules. We will apply a limit where our academic judgement expects this would increase the potential for successful completion of study.
- 4.5 If you are given permission by your Student Support Team to study whilst at restricted status, the restriction will remain in place during that period of study and will only be removed on the successful completion of a module at Open University Level 1 or above (including postgraduate modules) with a value of 30 credits or more.
- 4.6 If you do not successfully complete an Open University module that you have been given permission to study whilst placed at restricted status, you will remain at restricted status. You may make a further application for permission to study if you feel there are new reasons that were not considered in any earlier application which mean you will be successful with your future study.
- 4.7 If you want to study a course outside of the scope of this policy – a short course, an Access module or a taught postgraduate module, you do not need to formally apply for your restricted status to be lifted. You will be required to contact your [Student Support Team](#) in order to register and if you are otherwise eligible to study that module, you will be given permission to do so. You should note that passing a short course or an Access module will not remove your restricted status for any future undergraduate study at Open University Levels 1, 2 and 3, unless you make an application for your restricted status to be formally lifted.

Definitions

Alert

If you are not awarded any module credit in two consecutive presentations in which you were registered or enrolled for study we will place you on alert status. You must pass your next module to continue studying. This applies to any module of 30 credits or more at Open University Level 1, 2 or 3.

At Risk

If you are not awarded any module credit in a presentation in which you were registered or enrolled for study, we say you are at risk of not making sufficient academic progress. This applies to modules of 30 credits or more at Open University Level 1, 2 and 3. You can enrol for another module while at risk.

Cancellation period

Under the Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013, you have a right to cancel your registration to study a module and/or qualification without giving any reason, within 14 calendar days of the date of the email or letter confirming The Open University's acceptance of your application to register. This is referred to as "the Cancellation Period". Cancelled modules do not count as uncompleted study for the purposes of this policy.

Completion of study/module

Successful completion of study is when you pass your module and gain academic credit for it. If you did any of the following, you have not successfully completed your study:

- withdrawn from all the module(s) in the presentation
- deferred from all the module(s) in the presentation after start date
- failed all the module(s) in a presentation without being offered a resit/resubmission
- failed all resit or resubmission opportunities within a presentation.

Presentation

The period of time between module start and end dates. Module presentations are referred to by their first month e.g. a module that is presented from February to October is a February presentation. When we refer to all modules in a presentation, this means all modules that start in the same month/year. If you are studying modules which overlap but do not start in the same month, those modules are not in the same presentation.

Restricted

If you are not awarded any module credit in three consecutive presentations in which you were registered or enrolled for study, you will be given a restricted status. We will notify you that you are not eligible to register or enrol for further study unless an application to return to study is approved.

Withdrawal

When your module or qualification enrolment or registration is cancelled by you or The Open University. Module withdrawal can only take place after the end of the cancellation period and before the final deferral date. Withdrawn modules, including deferred modules, count as uncompleted study for the purposes of this policy.

Related Policies and Legislation

- [Academic Regulations 2025/26 \(Taught Courses\)](#)

Welsh language standards

[Safonau'r Gymraeg \(Welsh Language Standards\)](#)

The Open University is one of several universities named in the Welsh Language (Wales) Measure 2011. This means that any students in Wales can expect to receive certain services from the OU in Welsh. These are outlined in what's called the [OU's Welsh language standards](#).

This means that you can speak to our student recruitment and support team in Welsh or contact the university in Welsh. You can find out more about your rights as a Welsh language user on the [OU in Wales website](#).

Reporting Bullying and Harassment

The Open University is committed to creating a diverse and inclusive environment where everyone feels safe and is treated with dignity and respect. Unlawful discrimination of any kind across The Open University will not be tolerated. We encourage staff, students, learners and visitors to report incidents of assault, bullying harassment, hate crime or sexual harassment through [Report + Support](#). This platform also provides information about what you can do if you or someone you know experiences such incidents, and where you can find support.

Our Student Charter Values

[The Student Charter](#) was developed jointly by The Open University and the OU Students Association. It is a declaration of our shared values and the commitments we make to each other. This document has been developed with the Student Charter values as its foundation.

Our commitment to Equality Diversity and Inclusion

Our commitment to equality and inclusion is embedded in all that we do and reflects our mission to be open to people, places, methods and ideas. We celebrate diversity and the strengths that it brings, whilst challenging under-representation and differences in outcomes within our institution. We promote and manage equality and diversity to meet both our strategic goals and our statutory equality duties. We achieve this in many ways, including the development of inclusive policy.

Give Us Your Feedback

If you have any comments about this policy document and how it might be improved, please share this with us, by emailing SPR-Policy-Team@open.ac.uk.

Charity Statement

The Open University is incorporated by Royal Charter (RC 000391), an exempt charity in England and Wales and a charity registered in Scotland (SC 038302). The Open University is authorised and regulated by the Financial Conduct Authority in relation to its secondary activity of credit broking.

About this Document

Summary of Significant Changes since last version

The following changes have been made

- The policy has been set out in an updated policy template. Sections may have moved position. The new policy template has been designed to be more accessible.
- The policy has been rewritten in clearer, easily understandable paragraphs where needed.

- A short summary of the policy will be published for the first time.
- Definitions have been rewritten in plain English where needed.

Policies Superseded by this Document

Academic Progress Policy 2025/26 (Taught Courses) replaces the Academic Progress Policy 2024/25 (Taught Courses) with effect from 1 August 2025.

Document Information

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