

General Qualification Regulations (Declared Qualifications)

The General Qualification Regulations should not be read in isolation. It is important that you read them in conjunction with the following documents.

- Module Regulations
- The regulations governing your qualification
- The Student Regulations including the Code of Practice for Student Assessment and the Code of Practice for Student Discipline

These regulations are available by going online to the Open University 'Essential Documents' website at www.open.ac.uk/students/charter/essential-documents.

GQD 1 Registration

GQD 1.1 Registering as a student and for a qualification

As well as registering as a student to study a particular module, you can, if you are eligible to do so under the Module Regulations, also declare a qualification intention for a particular academic qualification of The Open University. Most of the qualifications we offer are credit-based. We also offer certain unitary qualifications. The qualification regulations define the requirements that you must meet, as well as following the Student Regulations and Module Regulations, to declare and become eligible for a qualification of the University.

GQD 2 Eligibility

GQD 2.1 Eligibility and declaration

To become eligible for a qualification, you must declare it as an intended qualification. For some qualifications, you must make the declaration before you start your study.

GQD 3 Qualifications

GQD 3.1 Availability

- a) You can count credit from Open University modules towards any academic qualification which is currently available to be declared as a qualification intention, in line with Module Regulation MS3, General Qualification Regulation GQD 3.2 and the particular credit requirements for each qualification.
- b) If you wish to declare an undergraduate qualification intention and you are eligible to do so you must do this and link any credit that you wish to count towards that qualification before 31 December 2017 unless an earlier withdrawal date has been approved. If you have not done so, or if you have not

gained sufficient credit to be awarded your declared qualification by the withdrawal date, you will no longer be able to complete that qualification. If you wish to complete an Open University undergraduate qualification after that date, you will be required to register for a qualification and you may only count credit towards that qualification under the rules which apply to that qualification and are in force at the time.

- c) If you have declared a qualification intention for a qualification for which a withdrawal date has been approved, you may still complete your study for it within the time approved for withdrawal and the continued availability of the modules required to complete it.

GQD 3.2 Counting credit towards a qualification

Within one qualification, you cannot count credit from a module that is approved as forming an excluded combination with another module that you are also counting.

GQD 3.3 Qualification date

Your qualification date will be the date when you become eligible for it.

GQD 3.3.1 Eligibility by completion of OU modules

The date will depend on the date you meet the minimum credit requirement by successfully completing Open University modules.

GQD 3.3.2 Eligibility by the award of transferred credit

If you become eligible for a qualification as a direct result of an award of transferred credit, your qualification date will be the date the transferred credit was awarded.

GQD 3.3.3 Eligibility by completion of a subordinate qualification

If you become eligible for a qualification as a direct result of completion of a subordinate qualification, your qualification date will be the date the subordinate qualification was awarded.

GQD 3.3.4 Accepting a qualification offer

If the award of your qualification depends on you accepting an offer of it, the qualification date will depend on when you accept the offer. If you do not accept the offer when it is first made, we will remind you of your eligibility for it from time to time. On each occasion, the qualification date will be the date offered in the reminder not that of the first (or any later) offer.

GQD 3.4 Unique Study

All qualifications of the University have an element of unique study within them – ie study that has not been counted towards a previous qualification. You will be expected to comply with the unique study rules which are contained in the regulations for the specific qualification towards which you are studying. Credit counted in undergraduate-level qualifications of less than 120 credits will be treated as uncounted credit for the purpose towards any bachelors degree.

GQD 4 Credit and certification for individual modules

GQD 4.1 Applying regulations

The qualification regulations apply to all qualifications which are currently available to be declared as a qualification intention. Credit and certification for individual modules is governed by the Student Regulations, Module Regulations and module rules. If you are registered for an undergraduate qualification please refer to the General Qualification Regulations (Registered Undergraduate Qualifications).

GQD 5 Exceptions

GQD 5.1 Student categories

These qualification regulations apply to students of The Open University who have first studied at undergraduate level with the Open University before 1 August 2012, unless other regulations are in place for your particular category of student, in which case those regulations apply to you. If you are registered for an undergraduate qualification the General Qualification Regulations (Registered Undergraduate Qualifications) will apply to you and these regulations will cease to apply. These qualification regulations also apply to all postgraduate qualifications regardless of when you first commenced your studies.

GQD 6 Credit transfer

GQD 6.1 Approved schemes

From time to time, the Senate may approve credit transfer schemes for particular Open University qualifications, and you must read these general regulations with the specific qualification regulations.

GQD 6.2 Previous study

Any award of transferred credit towards a qualification must be made in recognition of the successful completion, at another institution, of a formally assessed and certificated period of study at the higher education level. The level and content of the study must be appropriate for the Open University qualification concerned. Exceptionally, approval may be given for awards of credit transfer to be made towards particular qualifications in recognition of study that is not at the higher education level.

GQD 6.3 Applying transferred credit

Any award of transferred credit for study successfully completed elsewhere must be made towards a particular Open University qualification.

GQD 6.4 Claiming transferred credit

You must claim for credit transfer in the way set out by the Senate.

GQD 6.5 Fees

You must pay the credit transfer fee (if this applies) when you claim for transferred credit. When you pay the fee, you will be entitled to have your transferred credit claim considered. If you do not pay the fee, we will not consider your claim.

GQD 6.6 Forms of transferred credit

Any award of transferred credit must be:

- a) module exemption;
- b) general credit exemption; or
- c) collaborative scheme credit.

Not all of these forms are approved for every Open University qualification.

GQD 6.7 General credit exemption and collaborative scheme credit

If we award general credit exemption or collaborative scheme credit, the Senate has the authority to limit your choice of Open University modules that can be counted towards a qualification if there is a significant overlap in subject matter between the content of the studies for which you were awarded the general credit exemption or the collaborative scheme credit and the content of any Open University modules.

GQD 6.8 Passing on Senate authority

The Senate may give the Qualifications Committee the power to make decisions about individual awards of transferred credit and approve individual credit transfer schemes.

GQD 6.9 More than one period of previous study

You may provide evidence of two or more periods of study to support a claim for transferred credit. In line with the regulations for particular qualifications, the Qualifications Committee can decide whether or not to take account of more than one period of study when considering an award of transferred credit. There must be no significant overlap in content between the periods of study. The total award of transferred credit (including any collaborative scheme credit) must not be more than the maximum given for the particular Open University qualification concerned.

GQD 6.10 Abandoning transferred credit

If you receive an award of transferred credit towards a particular Open University qualification, you may abandon all or part of it before the qualification is awarded and in line with any conditions that the Qualifications Committee might set.

GQD 6.11 Other conditions

Unless the Senate decides otherwise, you must follow the conditions set out in GQD 6.11.1 to GQD 6.11.3.

GQD 6.11.1 Regulations in force

If you claim for transferred credit, you will have to follow the general and qualification-specific credit transfer regulations that are in force at the time of the claim.

GQD 6.11.2 Changes in policy

If you ask us to reassess a previous award of transferred credit because of a change in policy affecting the award that you would receive for a particular period of study, and if you are eligible for an increased award as a result of reassessment, you will have to follow the credit transfer regulations in force at the time that you ask for the reassessment.

GQD 6.11.3 Studies not included

If you ask us to reassess a previous award of transferred credit because studies have not been included in the original claim, and if you are eligible for an increased award as a result of reassessment, you will have to follow the credit transfer regulations in force at the time that you ask for the claim to be reassessed. (There is an exception to this. If your previous award was made under the regulations in force up to January 2000, and a change in policy has reduced the award that you would receive for a particular period of study included in the previous claim, we will not make the reduction when we reassess your claim.)

GQD 7 Counting credit from a completed taught masters degree towards a later taught masters degree

GQD 7.1 If the credit requirements allow, you may ask us to count up to 120 credits from Open University postgraduate-level modules that have been included in a completed taught masters degree (with their title and grade of pass awarded) towards another masters degree.

GQD 7.2 The grades of pass awarded for modules that have been used in the classification process for a first taught masters degree cannot be used in the classification process of a later taught masters degree, but the credit can count towards the credit required for that later degree.