

Contents

Alternative format	3
Summary of Policy.....	3
Scope	3
What this policy covers.....	3
What this policy does not cover	4
The Open University Student Charter Values	4
Introduction.....	5
Policy.....	5
1. Purpose.....	5
2. Policy principles.....	6
3. Posthumous Aegrotat eligibility criteria	6
4. Serious illness/disability eligibility criteria	7
5. Academic criteria.....	7
6. Implications of an award of Aegrotat credit.....	8
Procedure.....	8
7. How to request Aegrotat credit	8
8. Student or student representative responsibility	9
9. University responsibility	9
10. Methods of appeal and complaint.....	9
Commitment to Equality, Diversity and Inclusion at The Open University	10
Safe Space Reporting.....	10
Glossary	11
Assessment Exceptions Group (AEG).....	11
Aegrotat	11
Apprenticeship Enrolment and Support Team (AEST).....	11
Apprenticeship Programme Delivery Manager (APDM)	11
Discretionary Postponement	11

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Educational Adviser.....	11
Interim Qualification.....	11
Module Results Approval and Qualification Classification Panel (MRAQCP).....	12
Special Circumstances.....	12
Student Support Team (SST).....	12
Third-party evidence.....	12
Related documentation.....	12
Further clarification.....	13
Contact us.....	13
Feedback.....	13
Summary of significant changes since last version.....	13
Policies superseded by this document.....	13
Appendix.....	14
Tables of Aegrotat credit and qualifications available.....	14
Undergraduate Qualifications.....	14
Postgraduate Qualifications.....	15

Version number: 1.0	Approved by: Qualifications and Assessment Committee
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Alternative format

If you require this Aegrotat Policy document in an alternative format, please contact the Student Support Team via [Contact Us | Open University](#) (phone +44 (0)300 303 5303), or your dedicated Student Support Team via StudentHome if you are a current Open University student.

Students living in Wales can contact a student support advisor in Welsh on 029 2047 1170, Email wales-support@open.ac.uk should you wish to do so.

Summary of Policy

An Aegrotat award is an exceptional award to allow students to complete a qualification. It may be made if a student is permanently prevented from continuing with or completing their modules or qualification due to serious illness, death, or similar valid cause. The Open University may award an Aegrotat qualification on the presumption that the student would have satisfied the standard required for the award had they been able to continue. Aegrotats are only awarded at qualification level (e.g., Certificate of Higher Education, Diploma of Higher Education, BA or BSc Undergraduate Degree, Postgraduate Certificate, Postgraduate Diploma, MA, or MSc Postgraduate Degree etc.).

We will take a holistic view of the student's academic record and will consider them for the next qualification they are progressing towards. This will include any available interim qualifications. For example, if a student is working towards an Undergraduate degree with honours, they may be eligible to receive a Certificate or Diploma of Higher Education.

Scope

What this policy covers

This policy applies to all undergraduate and postgraduate taught students studying a module that leads to an academic qualification.

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What this policy does not cover

Students or learners studying modules or courses that do not lead to a qualification recognised under the Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (FHEQ), for example Access modules or OpenLearn courses.

Postgraduate research students: please contact the [Research Degrees Team](#)

Learners studying a microcredential: please contact [microcredential support](#) or [contact the SST](#).

Students studying under partnership agreements: please contact the [OUVP Curriculum Partnerships team](#).

Vocational qualification learners: please contact the [Vocational Qualification team](#).

Students who have submitted their final assessed task for the final module leading to their qualification but have been ill or encountered issues that may have impacted their performance should refer to the [Special Circumstances policy](#).

Students who are unable to submit the final assessed task for the final module leading to their qualification due to illness, but who expect to be able to return to study in future should refer to the [Changing your study plans policy](#) or the [Postponement Policy](#).

The Open University 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.

The [Student Charter](#) describes ways in which members of the University community should work together in partnership with the key aim of helping all students to succeed. This policy particularly aligns with the aim of inspiring and enabling learning. It provides a route to ensure that, where a student is not able to continue studying, their academic work is appropriately recognised.

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Introduction

This document sets out The Open University's policy for the consideration of Aegrotat awards. Aegrotat awards can be considered under two specific sets of circumstances:

- Posthumously, where a student has died while registered on a qualification.
- Where a student's serious illness or disability means they are unable to continue with their studies and are not ever likely to be able to return to study.

Any terminology that may be unfamiliar is explained in a [glossary](#) at the end of this document.

For specific guidance on how this policy may relate to your personal circumstances, please contact your [Student Support Team \(SST\)](#) who can advise on the implementation of policy. For Apprentices studying as part of an apprenticeship programme, contact the appropriate [Apprenticeship Enrolment and Support Team \(AEST\)](#) or equivalent contact, for more information; alternatively, your employer can contact their named Apprenticeship Programme Delivery Manager (APDM) for further information, see [Contact Details](#) below for more information. You can also refer to the [contact us](#) page for further contact details.

Policy

1. Purpose

- 1.1. This policy states the eligibility criteria for assessing a request for an Aegrotat award. It also specifies the evidence required, explains how a decision is made, and what the outcomes to a request might be.
- 1.2. The objectives of this policy are to provide information about Aegrotat awards for:
 - 1.2.1. Students who are unable to continue with their studies and are unlikely to be able to return to their studies in the future, due to serious illness or disability.
 - 1.2.2. The next of kin of a student who has died while registered to study for a qualification.

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2. Policy principles

- 2.1 The principle of the policy is to ensure that students who are permanently unable to complete further study due to serious illness, disability, death, or other similar valid cause may be able to receive an award of a qualification based on their previous study record. They must not have previously been a recipient of any Aegrotat credit awarded by The Open University.
- 2.2 Consideration of Aegrotat awards is based on a holistic assessment of the student's study record against the requirements of the qualification for which they are registered, in addition to any available interim qualifications. Interim qualifications include, but are not limited to:
- a) Certificate of Higher Education (CertHE)
 - b) Diploma of Higher Education (DipHE)
 - c) The 300-credit Open Degree (awarded without honours)
 - d) Postgraduate Certificate (PGCert)
 - e) Postgraduate Diploma (PGDip)
- 2.3 Where a student is being considered for a classified award any Aegrotat award made will also be classified. Classification will be calculated according to rules set out in the [Academic Regulations](#). Further information can be found in [Understanding your Class of Honours](#).
- 2.4 Where possible, students will be awarded Aegrotat credit for the qualification they are registered on, or appropriate interim qualifications. Where this is not possible, for instance because the qualification requires the student to meet a standard of professional competency, an Open qualification will be considered.

3. Posthumous Aegrotat eligibility criteria

- 3.1 Students who die while registered for a qualification, or who were registered for a qualification and withdrew prior to their death, may be considered for an Aegrotat award. The next of kin may contact an [Educational Adviser](#) to discuss the situation.

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Posthumous Aegrotat requests will require acceptable evidence of the student's death (e.g., Death Certificate) and of their relationship to the student.

4. Serious illness/disability eligibility criteria

4.1 To be considered for an Aegrotat award due to serious illness or disability, you must be:

- a) a student registered on a qualification who is unable for medical reasons to continue with your study and be unlikely to continue to study at a later date;

Or

- b) have been registered on a qualification and withdrawn because of the same or associated medical condition(s) and be unlikely to continue study at a later date.

4.2 You must provide third-party documented medical evidence in support of your application.

5. Academic criteria

5.1 To be eligible for consideration of an Aegrotat award, students should be currently or previously registered on a qualification and have successfully completed modules linked to that qualification or any interim qualification (see [Appendix](#) for examples) and:

- a) Be registered on at least one additional module required for the next qualification;

Or

- b) Have been registered on at least one additional module required for the next qualification but withdrawn due to the same or associated serious illness/disability that makes further study unlikely.

5.2 Exceptionally, where a student has completed all but the final 30 credit module leading to a qualification but has not been registered on that module, requests for Aegrotat credit will be considered by the panel on an individual basis.

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- 5.3 Where a student is registered on a postgraduate qualification which is made up of either two 90-credit modules or a 60-credit and a 120-credit module, an application for Aegrotat credit may be considered individually if they have commenced study of their final module. Consideration of such requests will take into account the student's progress on their final module and whether the amount of assessment submitted provides evidence of the likelihood of the student to have successfully completed their study.

6. Implications of an award of Aegrotat credit

- 6.1 Aegrotat awards can only be made where the student is deceased or there is clear third-party evidence that the student is unlikely to ever return to study.
- 6.2 The Open University awards that contain Aegrotat credit cannot be reversed. Aegrotat credit only counts once and may only count towards the qualification it was awarded for.
- 6.3 Exceptionally, a student may be awarded an Aegrotat credit due to illness or disability but then recover sufficiently to resume their studies. If they then wish to count their completed modules towards a subsequent qualification (for instance to complete a professional qualification), the Assessment Exceptions Group (AEG) has the discretion to consider cases on an individual basis. Any modules awarded by Aegrotat credit cannot be counted towards a further qualification. The student should contact an Educational Adviser in their SST in the first instance to discuss their situation.

Procedure

7. How to request Aegrotat credit

- 7.1 If you are a student or their advocate, or the next of kin of a deceased student, please contact an Educational Adviser in your [Student Support Team](#) to discuss the situation and request consideration of an Aegrotat award.
- 7.2 Associate Lecturers or members of module teams who are aware of students who may be eligible for an Aegrotat award may also contact an Educational Adviser. The Adviser will contact the student, advocate or next of kin as appropriate.

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8. Student or student representative responsibility

- 8.1 Any request must be initiated by, or have the consent of, the student or their representative, such as an advocate or next of kin for deceased students. Students or their representatives should:
- a) Advise The Open University of the student's situation, by contacting the relevant [Student Support Team](#).
 - b) Supply independent supporting evidence (normally medical evidence or a death certificate) and, where appropriate, evidence of their relationship to the student.

9. University responsibility

- 9.1 Once an Aegrotat request is made by an Educational Adviser, a case conference panel will be convened. The panel will determine whether to recommend an Aegrotat award and, where appropriate, recommend a classification. The panel will take a holistic view of a student's study performance on all completed and partially completed modules within the qualification. The panel's recommendation will be put to the Module Results Approval and Qualification Classification Panel (MRAQCP) for final approval.
- 9.2 It will usually take 6-8 weeks from receipt of an application for a final decision to be reached. The Educational Adviser who has presented the case will be kept updated of progress and will contact the student or their representative.
- 9.3 Where time is a critical factor, for instance if the student is receiving end-of-life care, the Educational Adviser should be informed and every effort will be made to progress the case as quickly as possible.

10. Methods of appeal and complaint

- 10.1 If a student or their representative has a query or experiences a problem with any aspect of The Open University's application of this policy, please [contact us](#) within 28 days of the issue arising. Please refer to the [contact us](#) information below.

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10.2 If a student or their representative feels that we have not responded appropriately to their query or concern, they can raise a formal complaint or appeal using the Students Complaints and Appeals Procedure. To find out more information about how to do this visit our [Student Complaints and Appeals procedure](#) webpages on Help Centre. We also have a specific complaints procedure for complaints relating to Welsh Language Standards. Details on this procedure are available in the document [Yr iaith Gymraeg \(Welsh Language Standards\) | Student Policies and Regulations | The Open University](#). A Welsh language version of this procedure is also available. Mae fersiwn Gymraeg o'r polisi hwn ar gael.

Commitment to Equality, Diversity and Inclusion at The Open University

Policies are inclusive of all The Open University Students, Learners, Enquirers and Alumni, regardless of age, civil status, dependency or caring status, care experience, disability, family status, gender, gender identity, gender reassignment, marital status, marriage and civil partnerships, membership of the Traveller community, political opinion, pregnancy and maternity, race, religion or belief, socio-economic background, sex, sexual orientation, or trades union membership status.

Safe Space Reporting

The Open University is committed to creating a diverse and inclusive environment in which everyone feels safe and is treated with dignity and respect. Unlawful discrimination of any kind across The Open University will not be tolerated. Safe Space Reporting is available through [an online tool](#) through which staff, students, learners and visitors are encouraged to report incidents of assault, bullying, harassment, hate crime, or sexual harassment. It also provides information about what you can do if these incidents happen to you, or to someone you know, and where you can find support.

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Glossary

Assessment Exceptions Group (AEG)

The AEG is responsible for considering exceptions to assessment policy in individual student cases.

Aegrotat

A qualification bestowed posthumously or due to serious illness or disability where a student is unable to continue to study and unlikely to ever be able to return to study.

Apprenticeship Enrolment and Support Team (AEST)

The AEST is the first point of contact for Apprentices in line with Apprenticeship Programmes.

Apprenticeship Programme Delivery Manager (APDM)

APDMs support employers participating in an Apprenticeship Programme. They offer support and advice on recruitment, registration, and eligibility; act as the conduit between the Employer and the OU; and provide support to line managers/workplace mentors and Apprentices. APDMs also review, track, and respond to Apprentice progression by working with the Employer, the Apprentice, and the Faculty to achieve successful completion. They collect and act upon feedback from the Employer and the Apprentice to continually enhance this process.

Discretionary Postponement

This is a process that students can follow if serious, unexpected circumstances mean they are unable to make a reasonable submission of a final assessment or sit an exam on the due date.

Educational Adviser

A staff member within the Student Support Team who can provide guidance on any issue that is not directly related to module content.

Interim Qualification

A lower-level qualification that may be awarded if a student completes sufficient credit for the lower-level qualification award, but not enough to receive the higher-level qualification. For example, a Certificate of Higher Education.

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Module Results Approval and Qualification Classification Panel (MRAQCP)

The MRAQCP is responsible for the ratification and final approval of all module results at The Open University. They are also responsible for the final approval of Aegrotat cases, including classification.

Special Circumstances

If your performance in any of the assessment on your module has been affected by something beyond your control, you can bring the 'special circumstances' to the attention of the Module Result Panel for consideration when they agree your module result.

Student Support Team (SST)

Student Support Teams (SSTs) are specialists made up of experienced academics, Educational Advisers and other staff with subject-specific expertise and are the first point of contact for students or their representatives with queries about their study.

Third-party evidence

Evidence obtained from an independent or professional body or person other than the student or their representatives, for example a doctor's letter, medical records, or a death certificate.

Related documentation

Refer to the following documentation in conjunction with this document:

- [Academic Regulations](#) and your Qualification Regulations, if applicable (available via StudentHome once you are registered for a qualification, or on the online prospectus).
- [Module Results Determination Policy](#)
- [Code of Practice for Student Assessment](#)
- [Student Privacy Notice](#)

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Further clarification

Contact us

Current students who have any queries around the content provided within this document and how to interpret it can contact their Student Support Team (SST) via StudentHome or [Apprenticeship Enrolment and Support Team \(AEST\)](#). Alternatively, they can contact their Student Support Team through the 'Contact Us' option on the [Help Centre](#). Those representing students can find our contact details on the [contact us](#) webpage.

Students or their representatives can choose to speak with a student support adviser in Welsh on 029 2047 1170, or email wales-support@open.ac.uk should they wish to do so.

To check the latest postal address and other contact details please see [OU Offices](#).

Feedback

If you have any comments about this policy document and how it might be improved, please submit these to SPR-Policy-Team@open.ac.uk.

Summary of significant changes since last version

This is the first time this policy has been formally set out in a student-facing policy document.

Policies superseded by this document

This is a new student facing policy.

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Appendix

Tables of Aegrotat credit and qualifications available

List of Aegrotat qualifications available to students, depending on the number of credits of completed OU study. Students, or their representatives, are encouraged to contact an Educational Adviser in the Student Support Team to ensure that they are interpreting the table below accurately and to discuss their individual situation in detail.

Undergraduate Qualifications

Credits of completed OU study	Additional credits registered	Total credits required	Qualification	Classified award
Fewer than 60			No qualification possible	No
60-90	30-60	120	Certificate of Higher Education (CertHE)	No
120	0	120	Certificate of Higher Education (CertHE)	No
120-150	0-60	120	Certificate of Higher Education (CertHE)	No
120-150	90-120 ¹	240	Diploma of Higher Education (DipHE)	No
180-210	30-60	240	Diploma of Higher Education (DipHE)	No
240	0	240	Diploma of Higher Education (DipHE)	No
240-270	30-60	300	Ordinary Open Degree (BA/BSc)	No
300	0	300	Ordinary Open Degree (BA/BSc)	No
240-270	90-120 ¹	360	Honours Degree (BA/BSc Hons)	Yes
300-330	30-60	360	Honours Degree (BA/BSc Hons)	Yes
360	0	360	Honours Degree (BA/BSc Hons)	Yes

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Postgraduate Qualifications

Credits of completed OU study	Additional credits registered	Total credits required	Qualification	Classified award
30	30	60	Postgraduate Certificate (PGCert)	Yes
60	0	60	Postgraduate Certificate (PGCert)	Yes
60-90	30-60	120	Postgraduate Diploma (PGDip)	Yes
120	0	120	Postgraduate Diploma (PGDip)	Yes
120-150	30-60	180	Master's degree (MA/MSc)	Yes
180	0	180	Master's degree (MA/MSc)	Yes

Notes:

1. This is applicable to students who are studying at or near full-time intensity. In these cases, the panel will consider which award the student is eligible for based on the amount of study already completed on their unfinished module(s).
2. Where a student is registered on a Postgraduate qualification which is made up of either two 90-credit modules or a 60-credit and a 120-credit module, an application for Aegrotat credit may be considered individually if they have commenced study of their final module. Consideration of such requests will take into account the student's progress on their final module and whether the amount of assessment submitted provides evidence of whether the student is likely to have successfully completed their study.
3. Students with credit transfer (CT) or recognition of prior learning (RPL) must still have at least one-third of their credits for a qualification made up of completed OU study.
4. For students re-using OU study, which was previously counted in another qualification, the new qualification must have at least one-third of the credits comprised of completed unique study.
5. Where a student is enrolled on a qualification but is not registered on the final 30 credit module leading to the award of that qualification, their case will be considered by the panel on an individual basis. Students or their representatives are encouraged to contact their Educational Adviser to discuss the situation.

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