Exam and End-of-Module Assessment Marking Policy

About the Exam and End-of-Module Assessment Marking Policy

An alternative format of this summary is available. Please contact the Student Support team via [Contact Us](#) (phone +44 (0)300 303 5303), or via [StudentHome](#) if you are a current Open University student.

This summary was written alongside the main policy to offer a short introduction. Support from our advisers is available so please [Contact Us](#) to discuss this. Welsh-speaking Students and Learners may speak with a student support adviser in Welsh on +44 (0) 29 2047 1170.

The Open University's [Exam and End-of-Module Assessment (EMA) Marking Policy](#) sets out how your work as a student is marked to ensure fairness, consistency, and academic integrity. Exams and EMAs are final assessed tasks which contribute to your overall final result on a module. The policy details the three marking methods used by the Open University for modules with an Exam or EMA, explains when each applies, and outlines exceptions which allow the use of these marking methods when they would not normally be expected or permitted. The policy emphasizes transparency, equality, and inclusion, ensuring that all students, including those using Welsh language, receive equitable treatment. It also outlines procedures for resits and resubmissions, as well as clear routes for students to appeal or raise concerns. Regular training for markers and robust quality assurance processes underpin the commitment to reliable and accurate marking across all modules.

We will follow these principles

- The OU uses three distinct marking methods:

  - Single Marking and Monitoring (SMM) - one marker grades the script, and a team leader reviews a sample for quality.

  - Selective Double Marking (SDM) - a second marker reviews a sample of scripts independently, without seeing the first marker's scores.

  - Full Double Marking (FDM) - every script is marked by two independent markers, usually including the student's tutor and another marker.

- Marking practices and outcomes are scrutinized to maintain academic standards and ensure fairness, equity, and consistency.

- Compliance with professional, statutory, and regulatory body requirements is maintained.

- Consistency within modules: whichever marking method is chosen applies to all scripts submitted for that module.

You need to be aware

- There are three different marking methods used for marking Exams and EMAs but they each have exceptions that allow us to use these marking methods when they would not normally be expected or permitted.

- Resit and resubmission scripts are usually single marked and monitored by the Module Team. If multiple markers are involved, Coordination exercise is required before marking commences. Any sole marking by the Chair of the MRP must be independently verified by a separate member of the Module Team.

- If you have evidence that an error has been made in determining your module result, you can query it by completing a [module result check form](#), available on the Help Centre. For more details, please refer to section 10 of the [policy](#).

- You have a right to submit work through the medium of Welsh.

Your data / key compliance section

The [Student Privacy Notice](#) provides you with details of how The Open University uses your personal data

How to question a decision made under this policy

For information about how to appeal against a decision made under this policy please refer to the [Complaints and Appeals Procedure](#). Please [Contact Us](#) for support.

Give Us Your Feedback

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

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Document Information

Short summary for Exam and End-of-Module assessment Marking Policy effective from December 2025

Approved by: Delegate, Director Academic Services

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