



Stellenbosch

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UNIVERSITEIT

AGRISCIENCES

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Assessment Rules Faculty of AgriSciences

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1 INTRODUCTION

Background

The Faculty of AgriSciences is subject to Stellenbosch University's Assessment Policy and the Assessments and Promotions chapter in the General Information and Rules Yearbook, Part 1 (hereafter called the General Yearbook, Part 1). The university-wide assessment rules specified in the General Yearbook, Part 1, and the Faculty specific rules and recommendations **apply from 2023 onwards** for assessments in all undergraduate modules (and postgraduate). These rules replace the previous examination and flexible assessment systems. **Therefore, the rules and principles described in the General Yearbook, Part 1, named Assessment and Promotions Chapter will not be repeated in this document as it will be readily available and should be considered as an integrated part of the Faculty Policy.**

This document specifies the assessment rules that apply in the Faculty of AgriSciences, and specifically to undergraduate and postgraduate modules with a home department in this faculty and to undergraduate programmes hosted by this faculty. The Faculty's assessment practices are subject to the SU Assessment Rules and to the rules given in this document, which are aligned with the principles and provisions of the SU Assessment Policy.

Assessment of **postgraduate modules** are not guided by the Faculty's undergraduate rules. These rules are administered under independent guidelines and auspices of the Department or Institute that hosts the different postgraduate programmes. Furthermore, the assessment of masters' theses and doctoral dissertations is not addressed here; these are found in the chapter titled

"Postgraduate Qualifications" in the General Yearbook, Part 1, and in the AgriSciences Yearbook, which states the faculty-specific details.

Refer to Section 2 of the "Assessments and Promotions" chapter (General Yearbook, Part 1,) for the definitions of the subject and module types (e.g. semester module and year module).

A1, A2 and A3

A1, A2 and A3 refers to assessment periods, as further explained below. Various types of assessments during these assessment periods can generate marks that will be recorded in SUNStudent (where S1 and S2 indicate the first and second semester, respectively).

- **A1 period** is from the start of the semester up to two and a half weeks before the end of the semester's lectures. **AF period** is the normal lecture period for a semester that will allow for practical assessments and assignment submissions in the last two and half weeks of the period. The last two and half weeks of the A1 period is not used for timed/invigilated assessments. The **A1 period** therefore overlap with the **defined AF period** (described in Sections 4.1 and 4.2 of the SU Assessment and Promotions Chapter) and will be used as A1 alone or as a combination of A1 and AF period.
- **A2 period** follows directly after the end of the semester's lecturing period.
- **A3 period** follows directly after the A2 period. Use of the A3 period is ***not compulsory for any modules***. Modules that will offer A3 must be communicated via the module framework of the specific module.

Final Mark (FM)

reflects the final performance in a module, except in "duly completed modules" (as defined the SU Assessment rules). FM is a combination of marks obtained during one or more of the following periods A1, A2 and A3. The calculation of the FM will be reflected in the module framework.

MTD (mark to date)

used to inform students of their status before A2 (for semester modules) or A2S2 (for year modules).

A1, A1S1, A1S2 marks

- A1 may not consist of more than 3 major summative assessments for a 16 credit module or 2 major summative assessments for a 8 credit module that will contribute to FM.
- All other assessments during the A1/AF period (for example smaller formative assignments, practical work (laboratory or otherwise), tutorials, practical/research project reports); the marks of these components that contribute to FM are normally disseminated to students through the module framework via SUNLearn on their

contribution to the FM. Implications of non-participation in any of the assessment types should be clearly stipulated in the module framework.

- A1 major summative tests may not be scheduled in the last two weeks of A1, the period should be used for submission of other assessment types.
- A1 assessments are scheduled by either the Centre for Student Administration or the module's Home Department.

A2, A2S1, A2S2 and A3 marks

are exclusively determined during the respective A2 and A3 assessment periods. For year modules, A3 marks are exclusively determined by assessments during the second semester's A3 period.

- A summative test that contributes to the final mark can be scheduled in A2 for both semester and year modules. It is strongly encouraged for semester modules with the intention not to overload students with tests in the A1 period.
- A2 can be used as an additional opportunity for a summative test where an A1 was missed.
- If a module has a scheduled A2 assessment opportunity and it is missed, then access to A3 will be made available regardless of reason.
- A3 may also be used as a further assessment opportunity for semester modules, in the event of missing any A1 or A2 opportunity or improvement of marks and will be available to all students, unless additional A1 opportunities (such as sick tests) are provided within the A1 period as per the module framework.
- A2 and A3 assessments can be scheduled by the Centre for Student Administration if preferred.

MY marks (mid-year marks)

are given for year modules only; these are determined using primarily A1S1 and A2S1 marks.

DCA marks (Dean's Concession Assessment marks)

are determined during a Dean's Concession Assessment. Specific Faculty rules apply (see the AgriSciences Yearbook, Part 7).

2 ALLOWABLE ASSESSMENT ARRANGEMENTS

Lecturers of an undergraduate module may choose an assessment arrangement that:

- best fulfils the outcomes and pedagogical approach selected for the module;
- meets all the requirements of the Undergraduate Assessment Rules of AgriSciences, with the approved exceptions in Appendix B;

- meets all the requirements of the SU Assessment Policy and Rules, including that:
 - the assessment arrangements must provide for processes by which a student's work in a module is systematically assessed and weighed through consecutive opportunities during the semester or year using a variety of assessment methods aligned with the outcomes of a module;
- 2.1.1.0 the assessment arrangements must provide for timeous feedback to students after summative assessments during the lecturing period of the semester. These assessments and feedback should afford students the opportunity to advance their own learning and receive feedback on the extent to which they have mastered the module outcomes;
 - no single assessment opportunity may be the sole determination of a pass or fail. If students for any reason do not use an offered assessment opportunity (for example due to timetable conflicts, illness, personal commitments, religious considerations or leave granted by the Registrar), it will still be considered an opportunity offered to that student; and
- 2.1.1.1 completing additional, optional, or supplementary assessments may not reduce a student's final mark.

3 FINAL MARK CALCULATION

The module framework must clearly explain the formula for allocating different weights to different assessment opportunities, according to which the final mark is calculated. No single assessment may count more than 60% (except if applied for via APC and listed as an exception in the Addendum below)).

- 3.1 As required by the SU Assessment Rules, all marks in the formulae are out of 100.
- 3.2 A student's final mark is obtained by rounding according to the SU Assessment Rules (General yearbook, Part 1)

A final mark of at least 50 is required per module and for the programme to pass.

4 ADMISSION TO ASSESSMENTS

For each assessment opportunity offered in the A1, A2 or A3 period, the criteria for admission to or exclusion from the assessment opportunity must be clearly communicated in the module framework and should also be read in combination with the regulations stipulated in SU Assessment Rules.

5 DISCUSSING MARKED ANSWER SCRIPTS WITH STAFF

If a student wishes to learn from their mistakes, they shall be at liberty to discuss their marked answer scripts during exam periods with the lecturer(s) concerned,

see the General Yearbook, **Part 1** for rules that apply under **"DISCUSSING MARKED ANSWER SCRIPTS WITH STAFF"**.

6 INFORMATION ON SUNLEARN AND IN MODULE FRAMEWORKS

As required by the SU Assessment Rules:

The Faculty's assessment rules must be readily accessible to students and staff affected by the rules, for example by publishing it on SUNLearn or other online repositories (e.g. SharePoint).

The manner in which the applicable assessment rules for each module are implemented by the Faculty of AgriSciences, must be communicated to the students at the start of each semester or year by means of the module framework. This information includes:

- 6.1.1.0 where applicable, what sub minima will be applied in the module;
where applicable, how the final marks will be determined or, in the case of a duly completed module, what is required of students to pass;
- 6.1.1.1 what assessment periods will be used;
- 6.1.1.2 which assessments are compulsory; and
additional opportunities such as sick tests.

In the Faculty of AgriSciences, the following further information regarding determining final marks must be given in the module framework:

- 6.1.2 The assessment opportunities that will contribute to the A1/A1S1/A1S2 marks and how the marks of the individual assessment opportunities will be combined;
- 6.1.3 The weights that will be assigned to respective components in the final mark;
- 6.1.4 In the case of a semester module, whether it will be completed in one term (quarter) and, if so, which term; and,

The deviations, if any, from the Faculty's regular Assessment Rules as listed in Appendix A of these Rules apply.

7 DEAN'S CONCESSION ASSESSMENTS

The internal regulations for Dean's Concession Assessments (DCAs) are published in the AgriSciences Yearbook, Part 7, and should be read in conjunction with the

DCA rules and procedures in *Section 7 of the SU Assessment and Promotions Chapter*.

The Rules for DCAs in other faculties may differ from the Standing Rules of the Faculty of AgriSciences. Students are required to familiarise themselves with such Rules, because it is taken into consideration together with those of the Faculty of AgriSciences.

7.1 A student in an undergraduate degree, may be considered for admission to a DCA if such a student is a final-year student with fewer than 33 credits in at most two modules in arrears for a degree after the conclusion of the second semester A3 period and had obtained a FM of at least 40 in each module arrears during the academic year.

7.2 The Dean of the faculty in which such student's programme is registered will provide approval. A student shall not be granted a DCA by any department directly under any circumstances and no lecturer can give an undertaking to a student in this matter.

7.3 A student must apply via the faculty administrator in the faculty in which such student's programme is registered. Applications must be submitted within one week of the last date by which internally moderated final marks after the second semester A3 period must be recorded.

7.4 The faculty administrator in the faculty in which a student is registered will be responsible for informing the relevant department that there is a need to set a DCA. The arrangements for the DCA will be provided by the faculty in which the module is offered.

7.5 The student's mark in the DCA will be used to determine a final mark as specified in the assessment rules of the module's home faculty.

7.6 DCAs are not subject to re-evaluation.

7.7 Modules in which no DCA is available:

- Crop Production 478
- Grapevine and Wine Sciences 478
- Food Science 478
- Agricultural Economics 478
- Forest Science 442 and 468
- Animal Science 474
- Conservation Ecology 478

APPENDIX A MODULES WITH MODULE-SPECIFIC ARRANGEMENTS

Modules where the Faculty Programme Committee has approved deviations from the assessment rules stated above, are listed here.

A.1 Modules where a single assessment opportunity may contribute more than 60% to the final mark

According to the SU Assessment Rules, no single assessment opportunity may contribute more than 60% to the final mark, unless the departures from this rule, for each individual module, has been approved using the procedure for approval of faculty's Assessment Rules. When submitting such departures in the approval procedure, the departure must be justified in terms of the University's assessment policy as applicable within the particular module.

The following table lists the modules for which such express exceptions are granted.

Module code	Module name
15504 478	Agricultural Economics research project