

Part 1: Academic Quality Framework

Section 14: Glossary

Term	Definition	Source of Definition
Academic misconduct	Any action by a student which gives (or which has the potential to give) unfair advantage in an examination or assessment, or assists someone else to gain an unfair advantage, or any activity likely to undermine the integrity essential to scholarship and research.	
Assessment	An activity undertaken by students under controlled conditions. Assessment may include performances, presentations, in-class tests or open-book exams alongside traditional unseen examination processes.	
Recognition of prior learning (RPL)	The process by which a student's previous learning is recognised and given a credit value. Recognition of Prior Learning (RPL) encompasses both the recognition of prior 'certificated' and prior 'experiential' learning.	RPL Policy
Recognition of prior certificated learning (PPCL)	The identification, assessment and formal acknowledgement of learning and achievement that occurred at some time in the past prior to entry to a course of study, and for which the learner was awarded some form of official recognition.	QAA Glossary
Recognition of prior experiential learning (RPEL)	The identification, assessment and formal acknowledgement of learning and achievement that occurred at some time in the past prior to entry to a course of study, but not in the context of formal education or training.	QAA Glossary
Advanced Standing	Where an applicant can demonstrate that they have achieved all the learning outcomes of an earlier stage/level of an award, they can be granted advanced standing to the next stage/level of the award, without the award of College credit. In such cases only the courses assessed at the College will count towards the final award classification. This route of entry does not involve the award of	RPL Policy

	credit and is therefore an admission rather than an RPL process.	
Aegrotat award	An unclassified degree awarded in truly exceptional circumstances to a student who was unable to complete their programme.	
Alumnus	A person who has ceased to be a student of ICMP, regardless of the reasons for which they ceased.	
Appeal	A request for a review of a decision of an academic body charged with making decisions on student progress, assessment and awards.	OIAHE Good Practice Framework
Award	A qualification, or academic credit, conferred in formal recognition that a student has achieved the intended learning outcomes and passed the assessments required to meet the academic standards set for a programme or unit of study.	QAA Glossary
Completion	A student is said to be completed when they have finished studying and been awarded the award for which they are registered.	
Component	An item of summative assessed work undertaken by a student as part of a module.	
Co-requisite	Co-requisite modules are modules which must be selected together within a specific pathway. This term is not used at ICMP as co-requisite modules are not recognised.	
Credit	A means of quantifying and recognising learning, used by ICMP, expressed as numbers of credits at a specific level.	QAA Glossary
Delivery organisation	An organisation that delivers learning opportunities on behalf of ICMP. This may be a higher education provider without degree-awarding powers, a degree-awarding body other than ICMP, an employer or another organisation approved by ICMP	QAA Glossary
Extenuating Circumstances	Serious, unforeseen, unpreventable circumstances that have a material impact on the student's ability to undertake assessment.	
External examiner	An independent expert appointed by ICMP to comment on student achievement in relation to established academic standards and to look at approaches to assessment.	QAA Glossary
Honorary award	An award that is not an academic qualification but which is used by	QAA Glossary

	ICMP to recognise the achievements or status of a particular individual.	
Level	An indicator of the relative complexity, depth and autonomy of learning associated with a particular module.	QAA Glossary
Module	A self-contained, formally structured unit of study, with a coherent and explicit set of learning outcomes and assessment criteria.	QAA Glossary
Module diet	The module diet for a specific named award consists of all the modules available to a student studying for that award, including both optional and compulsory modules.	
Partner Organisation	A degree-awarding body working with ICMP where both are exercising their degree awarding powers to offer dual or joint awards.	QAA Glossary
Posthumous award	An award made after the death of a student.	
Pre-requisite	A module at a lower level which must be taken and passed prior to a student registering on the module for which it is a pre-requisite. Pre-requisite modules are not normally used at ICMP as in general the structure of module diets ensures that students are appropriately prepared for study at a higher level.	
Programme	An approved course of study that provides a coherent learning experience and normally leads to a qualification	QAA Glossary
Quality Improvement Plan	The annual plan, approved by Academic Board, which sets out ICMP's plans for academic quality improvement.	
Record of Study	A detailed record of a student's studies, provided to them when they complete (or leave) a programme, which provides evidence of their achievement including credit awarded and modules successfully completed.	QAA Glossary
Registration	A registration is a binding undertaking between a natural person and ICMP by which that natural person agrees to study for a particular ICMP named award. Registration is the means by which a person becomes a student.	
Resit/resubmit	The terms 'resit' and 'resubmit' have the same meaning. 'Resit' is normally	

	preferred for timed assessments (for instance exams) and 'resubmit' is the preferred term for coursework. A resit is a second opportunity to be assessed in a module which has not been passed at the first opportunity. Every student has the automatic right to resit in every module they take or retake.	
Retake	An opportunity to study and be assessed in a module which has previously been studied. A student may always retake a module once. A second opportunity to retake a module is granted in certain cases of extenuating circumstances. Where a module is retaken, the mark is normally capped.	
Self Evaluation Document	The annual summary, approved by Academic Board, which draws together a broad range of qualitative and quantitative data to identify key issues and underpin quality improvement planning.	
Senior Academic Team	The members of ICMP's academic staff above the grade of Programme Leader.	
Student	A natural person who has registered on an ICMP award and has not yet completed, withdrawn, or been terminated.	
Subcomponent	This term is not used at ICMP. Each piece of summative assessed work undertaken is a Component.	
Support provider	An organisation, other than ICMP, that supplies resources or facilities to support student learning. This may be a higher education provider without degree-awarding powers, a degree-awarding body other than ICMP, an employer or another organisation approved by ICMP.	QAA Glossary
Termination	A student is said to be terminated when ICMP's rules no longer permit them to study for any award.	
Transfer	A student is said to Transfer when they leave the programme or named award on which they are currently registered and register on another programme or named award. Transfer between named awards in the same programme is normally permitted. Transfer between	

	programmes normally requires ICMP's explicit consent.	
Withdrawal	A student is said to be withdrawn when they have decided that they no longer wish to study an ICMP award. Students normally withdraw by completing our withdrawal process but they may also be deemed to have withdrawn if they stop attending without notification.	

Version number	Date approved	Reason for production/revision	Author	Proposed next review date
V1.0	June 22 Academic Board	Creation of document	Deputy Registrar	Annually and as required
Related policies				
External Reference				
<p><i>UK Quality Code for Higher Education</i>: Expectations for Quality. ICMP has processes for ensuring that courses are well designed, provide a high-quality experience and enable achievement to be reliably assessed. This is monitored through our Academic Governance framework and detailed in this Quality and Governance Manual.</p>				