Information Sheet –Award Classification

This information sheet provides details regarding the **award classification** scheme that exists for all of the University's awards and which is outlined in the University's Academic Regulations.

Collaborative Programme Basics: the programme approval mechanism

The **Programme Development, Approval and Review Framework (PDARF)** provides the relevant information for supporting programme development, including collaborative programmes, within the University (see http://www.ucd.ie/registry/adminservices/curriculum/curriculum_progs.html). The **Framework for Collaborative Programmes at UCD** is a component of PDARF and is focussed on providing specific support for collaborative initiatives.

All collaborative programmes must be approved through the normal routes for new programme approval. The relevant forms for collaborative programmes include PDARF1, PDARF2, PDARF3 and PDARF4, and where a collaboration is being introduced into an already existing programme, PDARF7 is to be used in place of PDARF2 and PDARF3. All of the forms are available at the above weblink.

All forms must be completed and submitted to the relevant College Executive and/or Programme Board or Graduate School Board, as well as the University Management Team (UMT) where applicable in accordance with the procedures outlined in the PDARF approval process.

Collaborative Programme Co-ordinators should list as much detail as possible about the collaborative programme on these forms – all of this information is critical for ensuring that the University can support the programme effectively.

Award Classification

The *UCD Academic Regulations* sets out the University's **taught award classification** as follows (General Regulation 6.3):

UCD TAUGHT AWARDS: HONOURS CLASSIFICATION TABLE: The relevant Programme Examination Board will classify the overall awards within all of the University's programmes according to the following:			
AWARD	**NFQ LEVEL**	**AWARD TYPE**	**HONOURS CLASSIFICATION**
University (Level 7) Certificate	7	Minor Award	
University Diploma	7	Minor Award	Greater than or equal to 3.68 *Distinction*
University (Level 8) Certificate	8	Minor Award	From 2.48 to 3.67 inclusive *Merit* From 2.00 to 2.47 *Pass*
Honours Bachelor Degree	8	Major Award	
Higher Diploma	8	Major Award	Greater than or equal to 3.68 1st*Class Honours* From 3.08 to 3.67 inclusive *2nd Class Honours, Grade 1*
Professional Diploma in Education	8	Major Award	From 2.48 to 3.07 inclusive *2nd Class Honours, Grade 2* From 2.00 to 2.47 inclusive *Pass*
Professional Certificate	7 or 8 or 9	Special Purpose Award	
Professional Diploma	7 or 8 or 9	Special Purpose	

		Award		
Certificate of Continuing Education	6 or 7	Special Purpose Award	Greater than or equal to 3.68 From 2.48 to 3.67 inclusive From 2.00 to 2.47	*Distinction* *Merit* *Pass*
Diploma of Continuing Education	6 or 7	Special Purpose Award		
Certificate of Continuing Professional Development	8 or 9	Supplemental Award		
Graduate Certificate	9	Minor Award		
Graduate Diploma	9	Major Award	Greater than or equal to 3.68 From 3.08 to 3.67 inclusive From 2.48 to 3.07 inclusive From 2.00 to 2.47 inclusive	1st*Class Honours* *2nd Class Honours, Grade 1* *2nd Class Honours, Grade 2* *Pass*
Masters Degree (taught)	9	Major Award		
Professional Master of Education(taught)	9	Major Award		

With regard to **research awards** (NFQ level 9 and 10), UCD classifies these awards as Pass or Fail**.**

Each University has a specified award classification scheme, thus for collaborative programmes (especially joint award programmes), the partner institutions need to consider the award classification. There are two main options:

Option 1: The collaborating institutions agree to use one partner's system of award classification
If this is not the UCD system, the UCD programme proposer will need to seek derogation approval from the Governing Board via the relevant PDARF form.

Option 2: The collaborating institutions agree a table of equivalence
In such cases, the partner institutions agree a table setting out their respective systems of award classification as they correspond to each other. For example:

> A student graduating from the MA Renaissance Literature and Culture, a collaboration between UCD and Queen's University Belfast (QUB), who achieves a 1st class honours from UCD may also say they have achieved a Distinction from QUB. This option permits both institutions to apply their own award classification simultaneously, and both classifications may appear on official documents (joint parchment, transcript, Diploma Supplement)