

## 5.6.5 Conceded Passes

### Operating Policy and Procedures

#### 1. **Policy**

It is the policy of the Navitas College of Public Safety that students in their final year of any of the College's degree courses may be granted Conceded Passes in strictly prescribed circumstances.

#### 2. **Purpose**

The purpose of this policy is to provide an avenue for students to be credited with completion of a subject in which they have received a final result of a mark between 45% and 49%.

#### 3. **Responsibility**

The Program Director is responsible for compliance with this policy.

#### 4. **Definition**

A "Conceded Pass" is a pass granted for a subject in which a final year student has received a final percentage of between 45% and 49%, which is a grade of N (Pending Fail). The pass is conceded on the basis that the student's overall performance in other subjects during the course has been sufficiently strong to compensate for the deficient percentage in that subject.

#### 5. **Guidelines**

5.1 Conceded Passes are only granted to whole subjects, not to a particular piece of assessment.

5.2 The criteria for granting a Conceded Pass are:

- The final percentage for the subject is between 45 and 49%;
- Performance in other subjects during the entire course is sufficiently strong to warrant the award;
- Conceded Passes may only be awarded for final year subjects (Research, Practicum or electives);
- Generally only one Conceded Pass per program is permitted, although in rare instances more may be granted; and
- Conceded Passes will not be granted for subjects that are prerequisites for other subjects in the program.
- If a Special Consideration application is granted by either the Registrar, in the case of a single piece of assessment, or by the Board of Examiners, in the case of an entire subject, and the final mark for the subject totals between 45% and 49%, a Conceded Pass may still be granted, if all the other criteria are met. (Refer to Policies 5.6.9 – *Board of Examiners*; 5.6.4 – *Special Consideration*)

5.3 Conceded Passes are granted at the discretion of the Board of Examiners; students are not automatically entitled to them and may not request them.

5.4 Conceded Passes may be awarded in cases where Special Consideration in respect of assessment has been applied for and approved by either the Registrar, in the case of a single piece of assessment, or the Board of Examiners, in the case of an entire subject, and the additional marks allowed have resulted in a total result of between 45% and 49% for the subject.

5.5 The grading code for a conceded pass is "CP". This grade will appear on the student's Transcript of Results.

6. **Procedures**

6.1 Following marking of all assessment tasks for the trimester and the submission of results to Student Administration, the Student Administration Officer will identify students eligible for Conceded Passes.

6.2 The Board of Examiners will examine the results of these students and come to a decision based on the criteria listed in 5.2 above.

6.3 Granted Conceded Passes will be recorded on the student's Transcript of Results, by indicating the true percentage achieved, and "CP" as the grading code.

7. **Authority**

Authorized by the General Manager (Public Safety)

8. **Approval**

Approved by the Higher Education Board 09/04/2003

Refer also to Policy 5.6.9 *Board of Examiners*.

9. **Amendments**

Date	Modified By	Sections Amended	Approved by HEB (If required)
28/08/08	Christine Ashton	Semesters replaced with trimesters	Minor change
22/05/09	Jodie Reeve	Logo changed and authority changed from Program Director to GM.	Minor change
10/11/09	Christine Ashton	Change of name and logo	Minor change