## COMPLETION OF STUDIES AND GRADUATION POLICY: POSTGRADUATE

- 1. Postgraduate students are not required to apply for graduation. Students eligible for graduation are reported to Registry Services by the relevant Programme Director or Convenor.
- 2. Postgraduates who embark on their studies in September have their results considered at a School Exam Board in November and ratified at the University Exam Board shortly afterwards. Students who have completed Richmond graduation requirements are awarded a diploma dated December of the same year.
- 3. Postgraduates who embark on their studies in January have their results considered at a School Exam Board in May and ratified at the University Exam Board in June. Students who have completed Richmond graduation requirements are awarded a diploma dated May of the same year.

## **Graduation Honours**

- 4. Postgraduates achieving a minimum cumulative GPA of 3.333 will be awarded the degree with Distinction. The minimum grade must be B (GPA of 3.0) for research components.
- 5. Postgraduates achieving a cumulative GPA within the range of 2.667 to 3.332 will be awarded the degree with Merit. The minimum grade must be B (GPA of 3.0) for research components.
- 6. Postgraduates achieving a cumulative GPA within the range of 2.0 to 2.666 will be awarded a Pass degree.

## **VERSION MANAGEMENT**

Responsible Department: Registry Services   Approving body: Academic Board			
001		24 July 2018	28 August 2018
002	Updated honours boundaries and updated UEB dates	May 2022	01 September 2022
003	Updated grade boundaries as per AB/UB decision	June 2023	September 2023
		Restricted access?   Tick as appropriate   Tick as appropriate	