

Pass Conceded or Supplementary Assessment

The 'Final Unit to Complete' (FUTC) provision, described in clauses 56-62 of the Assessment (Higher Education Courses) Procedure, offers you the opportunity of a Pass Conceded grade (PC) or Supplementary Assessment where you are one credit point short of completing your degree. 57. Applications for pass conceded must be made on the appropriate form and lodged with the faculty Committee within 5 working days of the release of the results.

Deakin's Assessment (Higher Education Courses) Procedure policy states:

58. The Faculty Committee may award a pass conceded grade in a unit where all the following conditions are met.

- The student is one credit point short of completing their course.
- The student has been awarded a mark between 45% and 49% (inclusive) for the unit for which the pass conceded grade is being considered.
- The student has not failed any hurdle requirement for that unit.
- The student has not been awarded a pass conceded grade for any other unit in the course or articulated suite of courses.
- The student has received a fail grade for no more than the number of units specified below for each course type

59. The faculty Committee or delegated subcommittee will consider the recommendation of the Course Director when deciding whether to award a pass conceded grade.

How do I apply for a pass conceded grade?

To apply for a pass conceded grade you should view your faculty's online information. Read the criteria carefully and then follow the directives under 'current students'. Some faculties have online forms. Other faculties require you to contact them. Students who meet the criteria for a pass conceded grade should apply to their faculty within 5 days after results have been released in their final trimester of study. You must apply for a Pass Conceded or supplementary grade to the faculty in which your course is enrolled in:

Course codes starting with:

A or E: Faculty of Arts and Education

M: Faculty of Business and Law

H: Faculty of Health

S: Faculty of Science, Engineering and Built Environment

Degree/Course Type	Number of units in which fail grade may have been received
Two year undergraduate course	A fail grade in no more than two other units
Three year undergraduate course	A fail grade in no more than three other units
Four/Five year undergraduate course	A fail grade in no more than four other units
Combined Courses	A fail grade in no more than two other units in the relevant course - student is eligible to be considered for a pass conceded grade in each of the component courses.
Grad Certificate/Grad Diploma	A fail grade in no more than one other unit

Supplementary Assessment

60. The Faculty Committee may determine that a student undertake supplementary assessment for a unit where:

- the conditions for awarding a pass conceded have been met but a pass conceded cannot be awarded due to professional registration or accreditation requirements.
- the conditions for awarding a pass conceded have not been met, but the student is one credit point short of completing their course and was awarded a mark between 40-49% (inclusive) for a unit that they attempted in the last 12 months

61. The Faculty Committee may also award supplementary assessment as an outcome of a review of results or where there is other cause for genuine doubt about a student's academic performance in a unit.

62. Where supplementary assessment is awarded under clause 60, a mark of no more than 50% will be given for the unit.

Where can I get further assistance?

For more information or to speak to an Advocate about your situation, contact DUSA. Please note that we do experience very busy periods, particularly at the end of each trimester where we need to assist a large number of students. It is important that you book an appointment to speak with an Advocate as early as possible.

Contact Information

DUSA Student Advocacy and Support Service are contactable via:

P 1300 555 528

W dusa.org.au/advocacy

Campus	Information
Burwood	Building A, Deakin University, 221 Burwood Highway, Burwood VIC
Waurm Ponds	Level 1, Deakin University, 1 Gheringhap Street, Geelong VIC
Waterfront	JB Building, Level 1, Deakin University, Pigdons Road, Geelong VIC
Warrnambool	Building H2-3, Deakin University, Princes Highway, Warrnambool VIC