

Academic Regulations Policy

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Department / Function: Academic Quality & Standards

Policy Owner: Dean, Dr Manoj Ponugubati

Oversight Committee: Academic Board

Approving Body: Academic Board (Recommended) / Board of Governors (Final Approval)

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Regulatory Alignment with Office for Students (OfS) Conditions.

The Academic Regulations Policy forms part of the London Academy for Applied Technology's (LAAT) academic governance and quality assurance framework. The policy establishes the institutional regulations governing academic standards, programme delivery, assessment, progression, and award.

The policy aligns with OfS Condition B1 (Academic Experience) by ensuring that students receive a high-quality academic experience supported by clear and consistent academic rules. It supports OfS Condition B2 (Resources, Support and Student Engagement) by ensuring that students are appropriately supported throughout their academic journey.

In addition, the policy supports OfS Condition C1 (Consumer Protection Law) by ensuring that academic regulations are transparent, accessible, and consistently applied. Through this policy, LAAT demonstrates its commitment to maintaining academic integrity, fairness, and consistency across all programmes.

Terms of Reference

1. Purpose

The purpose of this policy is to define the academic regulations that govern all programmes and students at LAAT.

The policy outlines:

- the framework for academic standards and quality
- rules governing assessment, progression, and award
- expectations for academic conduct and integrity

The objective is to ensure consistency, fairness, and transparency in academic decision-making.

2. Scope

This policy applies to:

- All academic programmes delivered by LAAT
- All students enrolled at LAAT
- All academic and professional staff involved in programme delivery and assessment

The policy covers all aspects of academic regulation, including admissions (where relevant), teaching, assessment, progression, and award.

3. Principles

LAAT's academic regulations are guided by the following principles:

- **Academic integrity**
All academic activities must uphold honesty, fairness, and ethical standards.
- **Consistency and fairness**
Regulations must be applied consistently across all programmes and students.
- **Transparency**
Academic rules and requirements will be clearly communicated and accessible.
- **Student-centred approach**
Regulations will support student learning, progression, and achievement.
- **Quality and standards**
Academic standards will align with national frameworks and sector expectations.

4. Academic Framework

4.1 Programme Structure

Programmes will be structured in accordance with:

- defined credit frameworks
- levels of study aligned with national qualification frameworks
- clear progression pathways

Each programme will have a defined structure outlined in its programme specification.

4.2 Assessment Regulations

Assessment will be governed by clear and consistent rules, including:

- types and methods of assessment
- marking and grading criteria

- submission requirements and deadlines
- arrangements for feedback

Assessment practices will align with LAAT's Learning, Teaching and Assessment Policy.

4.3 Progression and Award

Regulations will define:

- criteria for progression between levels
- requirements for successful completion of modules
- classification of awards (where applicable)
- conditions for exit awards

All decisions will be based on approved academic criteria.

4.4 Academic Misconduct

LAAT will maintain clear procedures for addressing academic misconduct, including:

- plagiarism
- collusion
- cheating or assessment offences

All cases will be handled in accordance with institutional procedures, ensuring fairness and due process.

4.5 Extenuating Circumstances

Students may submit claims for extenuating circumstances where performance is affected by unforeseen events.

Processes will ensure:

- fair consideration of claims
- appropriate evidence requirements
- consistent decision-making

4.6 Appeals and Complaints

Students will have the right to:

- appeal academic decisions where grounds are met
- submit complaints regarding academic provision

Processes will be transparent, fair, and aligned with institutional policies.

5. Responsibilities of Students

Students are expected to:

- engage actively with their studies
- comply with academic regulations and deadlines
- maintain academic integrity
- participate in assessments and learning activities

6. Responsibilities of Staff

Staff are responsible for:

- implementing academic regulations consistently
- ensuring fair and transparent assessment practices
- providing timely feedback and support
- maintaining academic standards

7. Communication with Students

LAAT will ensure that academic regulations are clearly communicated through:

- student handbooks
- programme specifications
- institutional policies and guidance

Students will have access to up-to-date and accurate information.

8. Monitoring and Review

Oversight of this policy will be provided through LAAT's governance structures, including:

- Academic Board
- Assessment Boards and Examination Committees
- Senior Management Team

The policy will normally be reviewed annually to ensure alignment with regulatory requirements and sector expectations.

9. Responsible People / Roles include

- **Dean (policy owner): Dr Manoj Ponugubati**
Provides strategic oversight of academic standards and institutional academic governance.
- **Head of Academic Quality & Standards: TBC**
Provides oversight of academic regulations and ensures alignment with quality assurance frameworks.
- **Programme Lead: Mr Amarjeet Singh**
Ensures implementation of academic regulations at programme level.
- **Student Experience Lead: Dr Ruchi Singla**
Supports student understanding and engagement with academic regulations.
- **Governance Lead: Dr Abul Hossain**
Ensures governance oversight and regulatory compliance.

List of people and contact

Role	Name	Contact Email
Head of Academic Quality & Standards	TBC	TBC
Dean	Dr Manoj Ponugubati	manoj@laat.ac.uk
Programme Lead	Mr Amarjeet Singh	Amarjeet.singh@laat.ac.uk
Governance Lead	Dr Abul Hossain	mdabul.hossain@laat.ac.uk
Student Experience Lead	Dr Ruchi Singla	ruchi.singla6@laat.ac.uk

10. List of Document

- Learning, Teaching and Assessment Policy
- Programme Approval and Review Procedures
- Student Support and Wellbeing Policy
- Equality, Diversity and Inclusion Policy
- Complaints and Appeals Policy

11. Evidence

- Programme specifications
- Assessment briefs and marking criteria
- Assessment board records
- Academic misconduct case records
- Student handbooks

Mapping Table for Evidence Items Related to OfS Conditions

Evidence Item	Purpose / What it Demonstrates	Relevant OfS Condition
Programme specifications	Demonstrates clear academic structure and expectations.	Condition B1 – Academic Experience
Assessment board records	Shows consistent and fair academic decision-making.	Condition B1 – Academic Experience
Assessment briefs and marking criteria	Demonstrates transparency in assessment requirements.	Condition C1 – Consumer Protection Law

Academic misconduct records	Confirms processes for maintaining academic integrity.	Condition B1 – Academic Experience
Student handbooks	Ensures students have access to academic regulations and guidance.	Condition C1 – Consumer Protection Law