

Summary of changes to Academic Regulations, Policies & Procedures (2026/27)

There have been important clarifications and updates to some of the Academic Regulations, Policies and Procedures (ARPPs) for the 2026/27 academic year.

These apply to students on undergraduate, postgraduate taught and postgraduate research courses, as well as apprenticeships.

A summary of the changes is detailed below and the updated policies can be found [here](#).

3A Standard Admissions Regulations Postgraduate Research Degrees

- Update to the document owner to reflect Bournemouth University's new organisational structure, changing from the Doctoral College to the Head of Admissions.

3A Standard Admissions Regulations: Taught Programmes

- Paragraph 2.1 update to reflect Bournemouth University's new organisational structure, changing responsibility from the UK Admissions Manager to the Head of Admissions.

3B Admissions Policy Apprenticeship Programmes

- Paragraph 1.1 addition of a hyperlink to the Quality Assurance Agency, previously referenced in a footnote.
- Paragraph 1.3 update to a reference to BU's strategic plan
- Paragraph 2.1 update to reflect Bournemouth University's new organisational structure, changing responsibility from the Admissions Manager to the Head of Admissions.

3B Admissions Policy: Taught Programmes. (excluding Apprenticeships)

- Paragraph 1.1 addition of a hyperlink to the Quality Assurance Agency, previously referenced in a footnote.
- Paragraph 1.4 update to a reference to BU's strategic plan
- Paragraphs 2.1, 2.3 and 2.4 update to reflect Bournemouth University's new organisational structure, changing responsibility from the Admissions Manager to the Head of Admissions
- Paragraph 6.11 clarification of a typographical error that applicants requiring a Student Visa must hold a Secure English Language Test (SELT).
- Paragraph 6.18 removal of information about applicants needing to provide evidence of English language skills where a Bachelor's degree is older than 2 years, to ensure consistency with paragraph 6.11.

3B Recruitment, Selection and Admissions Postgraduate Research Degrees Policy and Procedure

- Update to the document owner to reflect Bournemouth University's new organisational structure, changing from the Doctoral College to the Head of Admissions.
- Updated references throughout to the Education and Student Experience Committee (ESEC), replacing references to the Education Committee.
- Clarification of responsibilities throughout to reflect organisational changes, including the transfer of responsibilities from the Doctoral College to Admissions.
- Paragraphs 6.2, 6.4, 8.11 and 14.1 updated with revised website links.

3D Admissions Policy and Procedure for Applicants with a Disability, Medical Condition or Other Support Need

- Paragraph 1.5 clarification that this policy operates in parallel with Policy 3E Admissions Policy and Procedure for Applicants with a Criminal Record, and Policy 3W Admissions Policy and Procedure for Applicants with a Record of Misconduct, ensuring alignment across all three policies.
- Paragraph 6.7 correction of a typographical error in the second bullet point - “Error! Reference source not found” replaced with “section 7”.
- Paragraph 7.1 update to role title, replacing “Deputy Dean” with “PVC Dean” to reflect organisational changes.

3E Admissions Policy and Procedure for Applicants with a Criminal Record

- Paragraph 1.4 clarification that this policy operates in parallel with Policy 3E Admissions Policy and Procedure for Applicants with a Criminal Record, and Policy 3W Admissions Policy and Procedure for Applicants with a Record of Misconduct, ensuring alignment across all three policies.
- Updated job titles throughout to reflect organisational changes.
- Paragraph 4.2 clarification that the Admissions Team will manage access to files for authorised staff members, from Admission Leads
- Appendices 1A and 1B updated to replace the UKAMT email address with disclosures@bournemouth.ac.uk, and inclusion of statement on suitable references for offences involving sexual misconduct, dealing in drugs, use of firearms and violence.

3W Admissions Policy and Procedure for Applicants with a Record of Misconduct

- Paragraph 1.7 wording clarification, replacing “they have” with “a student has”.
- Paragraph 6.7 correction of a typographical error in the second bullet point - “Error! Reference source not found” replaced with “section 7”.
- Paragraph 7.1 update to role title, replacing “Deputy Dean” with “PVC Dean” to reflect organisational changes.

3K Academic Engagement & Attendance: Policy and Procedure

- Updates throughout to terminology and responsibilities to reflect organisational changes.
- Paragraph 2.5 update to include “Deputy Programme Leaders” within the roles responsible for supporting engagement interventions and reporting on engagement, and to clarify the responsibilities of Programme, School and Faculty leadership in supporting engagement interventions, making explicit existing practice already reflected within the engagement management processes and interventions set out in Section 4 of the Policy.
- Paragraph 2.7.1 update to the definition of the “Programme Team”, including addition of School leadership, to reflect their potential involvement in interventions, particularly Stage 3 engagement meetings.
- Paragraph 4.7 addition of a reference to Policy 11F Student Complaints as the process for raising complaints relating to engagement management processes, including interventions and withdrawals.
- Paragraph 6.6 addition of a reference to Policy 11F Student Complaints.

3N Enrolment: Procedure

- Updates throughout to terminology to reflect organisational changes.
- Paragraph 3.2 addition of references to relevant documents, including Policy 3K Academic Engagement & Attendance: Policy and Procedure and the Student Tuition Fee Payment Management: Process & Guidelines.
- Paragraphs 4.2 and 6.2 update to replace references to “Induction Week” with “Welcome Week”.
- Paragraph 5.2 update to the list of documents required for Online Enrolment (OLE) to include nationality.
- Paragraph 6.1 clarification of roles and responsibilities in supporting students with outstanding DBS and Occupational Health checks.
- Paragraph 6.5 replacement of the reference to the Student Debt Management Policy with the Student Tuition Fee Payment Management: Process & Guidelines.

3P Recognition of Prior Learning (RPL): Policy and Procedure

- Updates to committee names throughout, replacing references to Education Committee with Education and Student Experience Committee, and Faculty Education Committees with Faculty Education and Student Experience Committee.

- Paragraphs 8.1.14 and 8.1.18 removal of the requirement for Admissions to retain copies of Exemption Forms, reflecting existing practice.
- Paragraph 8.2.16 clarification that copies of unsuccessful application forms will be retained on the applicant record

6G Invigilation of Exams: Procedure

- Minor text clarifications throughout, including updates to specific instructions for students using computers in examinations.

6H Academic Misconduct Policy and Procedure

- The policy has been renamed 6H – Academic Misconduct: Policy and Procedure for Taught Awards.
- Introduction of the Academic Misconduct Officer (AMO) role.
- Introduction of the Stage 1: Preliminary Investigation Meeting, providing students with an early opportunity to respond to allegations before further decisions are made.
- Introduction of Early Resolution, to enable less serious cases to be addressed promptly and proportionately at the preliminary investigation stage.
- Update to the Formal Stage process with cases being considered through one of two routes: an Academic Misconduct Panel or a University Academic Misconduct Panel.
- Update to Appendix 3: Tariff of Penalties to support a more proportionate application of sanctions, including the removal of the most severe penalties.

6J Exceptional Circumstances Policy and Procedure

- Update to clarify that extensions may be requested in blocks of 7 calendar days, up to a maximum of 21 calendar days in total.
- Update to clarify that self-certification requests may only be submitted within 7 calendar days before an assessment deadline and may only be used to request either a 7-calendar-day extension or the postponement of an examination.
- Introduction of a limit on the use of self-certification, allowing a maximum of three approved self-certification requests, with enhanced monitoring and engagement where this limit is reached.

8C Higher Doctorate Awards at Bournemouth University: Procedure

- Updates to committee names throughout, replacing references to Education Committee with Education and Student Experience Committee
- Updates to role titles throughout, replacing Pro Vice-Chancellor with Dean of Research, Innovation and Enterprise to reflect organisational changes

10B Apprenticeship Feedback Policy and Procedure

- Paragraphs 1.3, 2.2 and 4.3 updates to terminology, replacing "Department for Education (DfE)" with "Department for Work and Pensions (DWP)", "End Point Assessment Organisations (EPAOs)" with "Assessment Organisations (AOs)", and "Designated Quality Body (DQB)" with "Office for Students (OfS)".
- Paragraph 2.2 update to committee terminology, replacing "Apprenticeship Board" with "Apprenticeship Committee".

10M Employer Complaints (Apprenticeships) Policy and Procedure

- Paragraphs 1.4 and 7 updates to terminology, replacing references to the "Education and Skills Funding Agency (ESFA)" with the "Department for Work and Pensions (DWP)".
- Paragraph 8.1 update to terminology, replacing "Education and Skills Funding Agency Apprenticeships Funding" with "Apprenticeship Funding Rules".

The following policies are currently still in the process of update and will be published when complete:

6D Marking, Independent Marking and Moderation: Policy and Procedure

6E Assessment Feedback and Return of Assessed Work: Policy and Procedure

8A Code of Practice for Research Degrees

9A Reflection on Education Practice (REP): Policy and Procedure

11K Student Disciplinary: Policy and Procedure#

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