

Late Submission of Coursework; Frequently Asked Questions

1. I submitted my coursework up to 59 mins and 59 secs late after the deadline, what will my late submission penalty be?

Your marked grade will be reduced by 5 percent (%) of the total percentage available for the assessment (i.e. 100%), if your coursework has reached (or is above) the standard of the module pass mark.

For example, if you had 65% out of a possible 100%, and submitted up to 59 minutes and 59 seconds late, you would receive a 5% penalty, and receive 60%.

If your assessment was judged to be a pass based on the quality of work but in the 40-44 (UG) or 50-54 (PGT) boundary, your marked grade will be reduced to the minimum pass mark e.g. 40% for UG, 50% for PGT.

Information on the individual pass mark for modules is available here:

<http://as.exeter.ac.uk/academic-policy-standards/tqa-manual/aph/markings/#PassMark>

Please see the table of late penalties: 2.11.3 for more information:

<http://as.exeter.ac.uk/academic-policy-standards/tqa-manual/aph/settingandsubmission/#late>

Assessments judged to be under the pass mark for the module will not receive the 5% penalty (see FAQ 9 for more information).

2. I am submitting my piece of coursework between 1 hour and up to 23 hrs, 59 mins 59 secs late, what will my late submission penalty be?

Your work will be capped at the pass mark for the assessment (40% for UG, 50% for PGT), unless an application for mitigation has been approved.

For more information on late penalties, please see <http://as.exeter.ac.uk/academic-policy-standards/tqa-manual/aph/settingandsubmission/#late>

3. I am submitting my coursework later than 24 hours after my coursework deadline, what will my penalty be?

First submissions submitted later than 24 hours after the deadline will receive a mark of zero.

4. I have had an extension agreed to my coursework submission deadline, does the same penalty apply?

Yes – you would receive the exact same penalty as those students submitting at the original deadline time (FAQ 1).

5. I am submitting a deferred piece of coursework, does the same penalty apply?

Yes – you would receive the exact same penalty as those students submitting at the original deadline time (FAQ 1).

6. I am submitting a referred piece of coursework, does the same penalty apply?

No – if a referred piece of work is submitted late you will automatically be capped at a zero as soon as the deadline has passed, unless mitigation has been approved.

For more information on Mitigation, please see [Chapter 10 - Mitigation: Deadline extensions and deferrals](#).

7. Is the mark that I can see in the online submission system my final capped mark?

This will be advised to you locally. If you are unsure of this, please speak to your Info Point / Hub: <https://www.exeter.ac.uk/students/infopoints/>

In all cases, the marks released to you in early February (provisional marks) and June (final marks) will show your capped mark.

8. Where do I find further information about Late Submission of Coursework?

Please see the TQA guidance on Late Submission of Coursework which can be found here: <http://as.exeter.ac.uk/academic-policy-standards/tqa-manual/aph/settingandsubmission/#late>.

9. Why will assessments (coursework) judged to be under the pass mark not receive the 5% penalty?

This would unfairly penalise students who submit failed work within the hour after the deadline, compared to those who submit failed work after this time.

Example: a student submitting work at 58 minutes past the deadline gets 37%. If the 5% penalty were to be applied, they would receive 32%, but if they submitted at 62 minutes past the deadline, they would receive 37%. This is because late submission of coursework more than one hour after a submission deadline and up to 24 hours beyond a submission deadline must receive a mark capped at the module pass mark (unless an application for mitigation is approved).

10. I have an exceptional three-week extension and I am submitting my coursework past my revised submission deadline, what will my penalty be?

Where an exceptional three-week extension has been granted, work submitted at any point beyond the extended submission deadline will receive a mark of zero. Any students requiring additional time should submit a further application for mitigation within 24 hours of the extended deadline in order to be granted a deferral.

The following information is also available:

<https://www.exeter.ac.uk/students/infopoints/yourinfopointservices/mitigation/mitifaq/>

Please always check you're submitting the right piece of work to the right place.

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