

Re-sit Policy





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to offer excellent face to face and online academic courses with the aim of providing students with a learning experience comprising of quality of teaching, learning facilities and a positive education experience.

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Preamble

21 Academy is committed to providing appropriate opportunities for students who fail an assessment or module to retrieve their position.

Students may also have Extraordinary Circumstances when they cannot sit for an assessment method and thus may need to request they sit for a first sit in a re-sit sitting.

This Policy provides further guidance to help the students understand their rights as well as how to apply to exercise such rights.

1. Definitions

Academic Year	The annual period of sessions of 21 Academy, usually beginning in October and ending in June unless the course includes the summer semester where July and September are considered such.
Assignment/Project/Dissertation	Written or practical work done by a student during the course of their studies, that is assessed in order to count towards a final mark or grade.
Exams	Formal tests taken to show your knowledge or ability in a particular subject, or to obtain a qualification.
Method of Assessment	The selected way of providing evidence that students' knowledge and learning match the aims of a course. This can be examination, assignment, project, presentation, dissertation or any other advised approach
Submission	The act of giving a form, assignment, project, dissertation or other method of assessment to 21 Academy so that it can be corrected or approved.

2. Re-sit Policy

You will almost always be able to retake any of your method of assessments if you do not pass them the first time, except for self-assessment and multiple-choice exams . Once your results have been confirmed, 21 Academy will contact you to discuss your options and inform you of when you will be able to retake your examinations or rewrite assignments.

There will be alternate questions or the same unit. If possible, students are expected to re-sit the exam and/or rewrite the assignment during the same academic year but definitely not later than 6 months after the publication of the result.

Should students fail to acquire a pass mark when they sit for a re-sit of an assessment method, they may request to re-take the module during the next intake, provided that there is another intake.

Students need to fill out the relative form and send it to info@advisory21.com.mt when requesting to re-sit an assessment method or re-take a module.

3. Re-sit Fees

You will be requested to pay a re-sit fee if you are retaking your exams and/or rewriting your assignments and there are no extraordinary circumstances to be considered. Re-sit Fees are €50 per Submission.

4. Extraordinary Circumstances

Extraordinary circumstances are instances in which it is reasonable to believe that a candidate's performance whilst executing an assessment method will be hindered. Illness, bereavement, and situations beyond the learner's control are examples of such circumstances.

If you believe that extraordinary circumstances are likely to impair your execution of the method of assessment performance, you should notify 21 Academy as soon as possible. If you inform 21 Academy about your circumstances after your tests, there is no guarantee that they can be considered. In cases where you have reason to request a first sitting to be held during a re-sit session, please inform 21 Academy by filling in the appropriate form. Supporting documentation will need to be submitted together with the request.

5. Disclaimers

This scheme is well-intentioned and is based on the most up-to-date information on business requirements. 21 Academy reserves the right to alter this plan at any time should this be required.



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