


AMELIORATION PROCEDURE

Section	Academic
Contact	Office of Academic Quality, Reporting and Assurance
Last Review	NEW
Next Review	September 2027
Approval	AC22/09/255

Procedures:

This procedure shall have standing in cases in which an emergency, crisis or other threat or operational disruption results in Massey University initiating responses to ensure the continuity of teaching and learning that may be required considering the disruptions experienced or anticipated. The procedure aims to outline a possible range of amendments and/or suspensions of procedures, practices and regulations in matters related to teaching and learning to facilitate the adjustments in light of the disruption.

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- b. They may add further rows with recommendations on adjustments, durations and any concerns or caveats, but to avoid confusion of intent, they shall not otherwise alter the detailed definition in the positions already defined below.
 - c. If a row is not relevant to the situation at all it may be crossed through.
 - d. They should seek to reach consensus between themselves on recommended *positions* (see 6).
 6. There is strong value, for the sake of clarity of communication and certainty, that all the internal stakeholder representatives agree on a single accommodation *position* for each row, if this is possible, **but** it is important to note that if a single position is not possible because of the contingent situation, the consensus may also be reached that different solutions should be offered for different groups, and in this situation the of this document will clarify the recommended *position* for the

Position range			
	Minimum Adjustment/ Status Quo Position	Midline Position	Maximal Adjustment Position
Compulsory Assessment	5.1 All compulsory assessments (i.e., undertaking a specific assessment) are as standard except for attendance which will be adjusted unless regulatory, professional body or external obligations apply.	5.2 Colleges to determine for each relevant course (via College Boards and noted by AC) what compulsory assessment requirements will remain in force.	5.1 Compulsory assessment rules are suspended unless that item is subject to regulatory, professional body or external obligations.
Other Assessment Rules	6.1 Any other completion rules (i.e., specified conditions that must be completed) are as standard, except for attendance, which will be adjusted, unless subject to regulatory, professional body or external obligations.	6.2 Colleges to determine for each relevant course (via College Boards and noted by AC) what other completion rules will remain in force.	6.3 Any other completion rules are suspended unless that item is subject to regulatory, professional body or other external obligations.
Assessment Extensions ⁴	7.1 The College, School or Unit standard extension policy or prevailing practices shall apply to each course.	7.2 Where a non-research student encounters difficulties with completing assessment, extensions may be given as follows: a) Short up to 10 working days longer shall be approved without demur or objection. b) Medium - completed by the initial grade publication date, to be approved as appropriate to circumstance. c) Long - within 4 months of the initial course publication date, may be granted by the College DTL or equivalent as appropriate to circumstance. ⁵	
AG/ IP	policy and procedures shall apply.	8.2 Emergency rules shall apply to AG and IP and the application form shall state that it may be beneficial to the application to supply supporting evidence. Evidence may or may not be required depending upon the circumstances.	8.3 Emergency rules shall apply to AG and IP, suspending the absolute requirement to provide evidence of a claim.
Blanket IP			

⁴ Assessment and Examination Regulation 13 m) permitting NF based extensions to be recorded through until the next offering (at the latest) is still in place but should be relied on rarely /only in limited circumstances (and only where other assessments have been passed and the student has completed less than 60% of the weighting of the course).

⁵ These to be logged at Course Publication as a Not Finalised grade (NF) with minutes in the SMS record for each student with a NF which states the extension deadline. The NF must be overridden with a non-completion or actual grade within 10 days of the extended date. Note that long extensions for individual students may not prevent timely release of results for students meeting deadlines.



**Non-PhD
Research
Students**

10.1
and expectations for non-PhD Research
apply.

10.2 Non-



Additional Area			
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Internal Stakeholder

Recommendations:

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