**Reports**

| Topics | Report Code | Definition | Notes |
| --- | --- | --- | --- |
| Classes | **OEE** | Open Entry/Open Exit | This is the session used for REF/ESR/DEF classes |
|  | **DEF** | Deferral | This class is to be used when the first attempt has been deferred. Only to be used when a valid EC has been submitted. |
|  | **DDEF** | Deferred Deferral | This class is to be used when the student has been deferred on the ‘DEF’ offering. Only to be used when the enrolment is in the same term as the original deferral. |
|  | **REF** | Referral | This class is to be used when the first attempt has been failed |
|  | **DREF** | Deferred Referral | This class is to be used when the student has been deferred on the ‘REF’ offering. Only to be used when the enrolment is in the same term as the original referral. |
|  | **ESR** | Exception Second Referral | This is the student’s second and final attempt and is not automatic. Enrolment onto an ESR is not an automatic entitlement. Further details of this can be found in the Academic Framework and Progression Training documents |
|  | **DESR** | Deferred Exception Second Referral | This class is to be used when the student has been deferred on the ‘ESR’ offering. Only to be used when the enrolment is in the same term as the original Exception Second Referral. |
| Transcript notes | **TN** | Transcript Note | This is a note which can be attached to a module to reflect EC claims and academic misconduct. |
|  | **EC** | EC pending |  |
|  | **01-12** | Month of Intended Submission | Only to be used when a grade override of INC has been entered. This is required for LJMU Assessment Boards. |
|  | **NFA** | EC-Valid. No further action |  |
|  | **NV** | EC-Not Valid |  |
|  | **ALT** | Alternative Assignment Set | Only to be used when the re-assessment is different to the original as per MODCAT. |
|  | **VAL** | EC-Valid Claim |  |
|  | **DCG** | Deferred Consideration Granted |  |
|  | **AM1,2,3** | Acad misconduct | The varying tariffs of academic misconduct. See notes for more information. |
|  | **ADMI** | Administrative Note |  |
|  |  |  |  |
| Grading | **RD** | Requirement Designation | This is attached to modules that have any extra competencies such as teaching practice. **S** = Satisfied, **N** = Not Satisfied |
|  | **EC** | Extenuating Circumstances request form | Form that students complete when claiming extenuating circumstances when unexpected circumstances occur. |
|  | **TN** | Transcript Note | This is a note which can be attached to a module to reflect EC claims and academic misconduct. |
| Grade overrides | **INC** | Incomplete | Where study of a course extends beyond the Assessment Board date (previously XF) |
|  | **DEF** | Deferred | Where the student has deferred one or more of the Assignments through Extenuating Circumstances (previously DF) |
|  | **LOA** | Leave of Absence | Used when a student has agreed leave of absence with LJMU |
|  | **CMR** | Component Marking Requirement | To be used when students are required to pass all assessed components to achieve credit. Not used from Aug 2015. |
|  | **W** | Withdrawn | System use only |
|  | **D** | Dropped | System use only |
|  | **NS** | Not Satisfied Requirement |  |
| Grading Basis | **40-80** | Grading Basis- 40%, 50%, 60%, 70%, 80% |  |
|  | **40C – 80C** | Grading Basis – 40%, 50%, 60%, 70%, 80% Capped |  |
|  | **40F – 80F** | Grading Basis- 40%, 50%, 60%, 70%, 80% Compensated fail | Compensation not applicable for students on LJMU programmes validated for September 2016 onwards. (2016 Academic Framework) |
|  | **PNP** | Pass/No Pass | Non numerically graded |
|  | **BTE** | BTEC Grading Scheme |  |
|  | **BTC** | BTEC Capped Basis |  |
|  | **BTF** | BTEC Compensation Basis |  |
|  | **TC** | Transfer Credit | RP(E)L |
| Misc | **QLM** | Qualifying level mean mark | Qualifying Level Mean – This is the mean of the non-adjusted marks, used for compensation criteria and ESR eligibility |
|  | **LMM** | Level Mean Mark | Level Mean Marks – the mean of the adjusted (official) marks. |
|  | **AAR** | Academic Advisement Report | This shows only completed modules with grades/marks. |
|  | **AAPR** | Academic Advisement Plan Report | This shows any completed, ongoing and planned modules |
|  | **NAT** | Non-Attempt | Where against an assignment mark - indicates Non-Attempt (non-submission)  Where against ‘Mark’ and/or ‘Adjusted’ show ‘NAT’, this represents a ‘Non-Attempt’ at module level. |
|  | **GPA** | Grade point average |  |

**Repeat Codes**

| Type of Attempt | Repeat Code | Definition | Notes |
| --- | --- | --- | --- |
| Misc. | NAT | Non-Attempt | Prevents credit release. Students following the 2016 Academic Framework are required to both achieve a passing mark and make an attempt at all summative assessments. Any failure to attempt an assessment will be recorded on gradebook and a repeat code of NAT will be automatically applied. The NAT repeat code is mapped to grade = FAIL |
| Misc. | AM3 | Academic Misconduct Tariff 480 - 524 | To be used alongside the Negative Service Indicator to prevent the student being enrolled on that module again. |
| Misc. | ATT1 | Competency 1 | Attempts at competency element. Only to be used for MPharm programme. |
| Misc. | ATT2 | Competency 2 |  |
| Misc. | ATT3 | Competency 3 |  |
| Misc. | ATT4 | Competency 4 |  |
| Misc. | ATT5 | Competency 5 |  |
| Deferral | DFA | Deferred Attempt | This indicates student is on a deferral class. |
| Deferral | DFA+ | Deferred Attempt: Passed | If Passed >40 |
| Deferral | DFA- | Deferred Attempt: Failed | If Passed <40 |
| Deferral | DFE | Deferred First Attempt (PLN) | This indicates student is on a deferral class. |
| Deferral | DFR | Deferred First Referral | This indicates student is on a deferral class. |
| Deferral | DFR+ | Deferred First Referral: Passed | If Passed: >40 Capped |
| Deferral | DFR- | Deferred First Referral: Failed | If Failed: <40 Capped |
| Deferral | DLR | Deferred Last Referral | This indicates student is on a deferral class. |
| Deferral | DLR+ | Deferred Last Referral: Passed | If Passed: >40 |
| Deferral | DLR- | Deferred Last Referral: Failed | If Failed: <40 |
| Standard | ESR | Exceptional Second Referral | This indicates a student is on a referral class. |
| Standard | ESR+ | Exceptional Second Ref: Passed | If Passed: >40 |
| Standard | ESR- | ESR: Failed | If Failed: <40 |
| MISC | EXAA | Exclude From AA | If attached to this class, the module will no longer appear in the Students Advisement Reports |
| Standard | FA+ | First Attempt | Not used as the assumption is that if there is no Repeat Code on a record then this must be the students first attempt that is passed |
| Standard | FA- | First Attempt: Failed | Not used as the assumption is that if there is no Repeat Code on a record then this must be the students first attempt |
| PLN | FR | First Referral – PLN USE ONLY | To manage students that last year were studying under old rules (UMF) |
| PLN | FR+ | Frist Ref: Pass – PLN USE ONLY | To manage students that last year were studying under old rules (UMF) |
| PLN | FR- | First Referral – PLN USE ONLY | To manage students that last year were studying under old rules (UMF) |
| PLN | LR | Last Referral – PLN USE ONLY | To manage students that last year were studying under old rules (UMF) |
| PLN | LR+ | Last Referral: P – PLN USE ONLY | To manage students that last year were studying under old rules (UMF) |
| PLN | LR- | Last Referral: Fail – PLN USE | To manage students that last year were studying under old rules (UMF) |
| Standard | REF | Referral | This indicates a student is on a referral class. |
| Standard | REF+ | Referral: Passed | If Passed: >40 Capped |
| Standard | REF- | Referral: Failed | If Failed: <40 Failed |
| PLN | RR | Re-registration – PLN USE ONLY | These codes are for PLN use only as they help to manage those students who are finishing their Programme on the old Academic Framework. Please raise a Helpdesk request for further guidance. |
| PLN | RR+ | Re-reg: Pass – PLN USE ONLY | These codes are for PLN use only as they help to manage those students who are finishing their Programme on the old Academic Framework. Please raise a Helpdesk request for further guidance. |
| PLN | RR- | Re-registration: Fail – PLN USE | These codes are for PLN use only as they help to manage those students who are finishing their Programme on the old Academic Framework. Please raise a Helpdesk request for further guidance. |
| Misc. | TC | Exclude from Mean Mark calc | This code is used to record transfer credit. |