



## Kolej Antarabangsa Teknologi Spektrum

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**DATE:** 28<sup>th</sup> September 2021  
**TO:** Academic Staff & Students  
**FROM:** QA Manager  
**SUBJECT:** Coursework status and component accumulation

This memo is to serve a reminder to our academic practice regarding academic progress of students in a single semester.

To ensure the CLO attainment of students is maintained, each component of assessment must exceed 40% of total assigned for the said components. Refer to example below.

### **Situational Example:**

**Course:** Mechanics of Machines

**Distribution of weightage:** 50% coursework, 50% final exam

**Minimum passing percentage for SICT:** 40%

### **During Pre-exam board meeting:**

#### **Situation A:**

Student receives an accumulation of 35/50 (after weightage) for his coursework. By **individual component** percentage, this student achieves 70% of the weightage allocated for his coursework. Hence, he is **allowed** to participate in final examination.

#### **Situation B:**

Student receives an accumulation of 18/50 (after weightage) for his coursework. By **individual component** percentage, this student achieves 36% of the weightage allocated for his coursework. Hence, he is **not allowed** to participate in final examination (barred examination).

### **During Exam Board meeting:**

#### **Situation C:**

Student receives an accumulation of 35/50 (after weightage) for his coursework. By **individual component** percentage, this student achieves 70% of the weightage allocated for his coursework. Hence, he is **allowed** to participate in final examination. However, for his final examination, he only managed to obtain 15/50 (after weightage), which is only 30% of the allocation. Hence, he is required to sit for a **re-sit examination**. This is considered as **second attempt** and he will only be able to get a total of 50% (Grade C) maximum for his grade for this course. In the event he failed this re-sit examination, student will be required to **repeat** the course.

#### **Situation D:**

Student receives an accumulation of 35/50 (after weightage) for his coursework. By **individual component** percentage, this student achieves 70% of the weightage allocated for his coursework. Hence, he is **allowed** to participate in final examination. However, he did not attend the examination due to reasons with evidence (sick, hospitalisation, death of immediate family member or similar emergency cases). He is to sit for his examination during the re-sit examination week, however his paper will be treated as first attempt.

**Situation E:**

Student receives an accumulation of 35/50 (after weightage) for his coursework. By **individual component** percentage, this student achieves 70% of the weightage allocated for his coursework. Hence, he is **allowed** to participate in final examination. However, he did not attend the examination without any legit reason and without evidence forwarded to EU. He will be considered as fail and will be **required** to repeat the course. No re-sit is allowed.