

**S - CODING (SPECIAL CIRCUMSTANCES)**

**SCHOOL OF MEDICINE POLICY**

1. S - Coding is the method the University uses to recognise that special circumstances have affected performance in a module, the University publishes the policy [here](#).
2. S - Coding may only be applied to Honours modules or taught postgraduate modules. S - Coding may only be applied with the explicit consent of the student and with the approval of the School. The final decision to S - Code a module grade rests with the School. Students should be aware that a maximum of 25% of the overall Honours credits required may be 'S' coded, ie 60 credits (one semester) in Honours modules.
3. If students feel that most or all of the work of an honours module has been adversely affected by personal circumstances then they should contact the module organizer, personal Tutors or Pro Dean in the first instance indicating the circumstances of the difficulty experienced.
4. Students must bring this information to the attention of the School as soon as possible and prior to the assessment. It is the school's policy to require independent evidence to support an application for S - Coding.

<b>Author:</b>	Executive Administrator (DCM)	<b>Approval Committee:</b>	
<b>Consultees:</b>			
<b>Location/s (Med Handbook):</b>	UG Teaching>Regulations>Regulations>Regulations for UG Students		
<b>Location of source file:</b>	<a href="http://medhandbook.st-andrews.ac.uk/blog/regulations-for-ug-students/">http://medhandbook.st-andrews.ac.uk/blog/regulations-for-ug-students/</a>		
<b>Access Level: (Public/University/School Staff)</b>	Public		
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**Version Control Record** (*expand table as required*)

<b>Date</b>	<b>Revision Description</b>	<b>Major Changes</b>
27/07/2017	Published version	
23/08/2019	Updated link	