**Accessing Your Results on Campus Connect**

**STEP 1**
Log in to Campus Connect

**STEP 2**
Click “My Studies” on the tab on the left-hand side of the page
Then select “My Results” from the drop-down list

**STEP 3**
This will take you to the My Results page

This page has 4 Sections:
- Student Results
- Study Information
- Student Examination Information
- Progression

Scroll down to the final Section - PROGRESSION
**STEP 4**

The **PROGRESSION** Section will tell you if you have progressed/been awarded and what if any actions you need to take next.

Please read this very carefully and follow any instructions. A example of the type of text you might see is available at the end of this guide. Please remember this is just an example – your progression decision may be different and the text will be different accordingly.

**STEP 5**

To access a statement of your results, including your individual module marks, please scroll back up the My Results page to the **STUDY INFORMATION** section.

Click on **Statement of Results** – a new window will open with a printable statement of results.
STEP 6 (For Students who are graduating)

Please ensure you update your forwarding address as soon as possible after release of results (and before the deadline of Sunday 18 July 2021) to ensure that your transcript and degree certificate are sent to the correct place. To do this, select “My personal details” (1) then “My contact details” from the drop down menu (2) Finally click on “Update Your Address” (3) and follow the on screen instructions to amend as necessary

See next page for sample Progression information
EXAMPLE OF TEXT in the PROGRESSION SECTION of My Studies

REMEMBER THERE ARE MANY DIFFERENT ROUTES TO PROGRESSION AND AWARD and the text you see on your page on Tuesday 13 July will reflect your results and the instructions will vary accordingly.

Progression

Below is your progression recommendation for 2020/21

What is my progression decision?
The School Progression and Awards Board has decided that, based on your results, you have not passed the year.

You have been offered the opportunity to retake the assessments you have failed in the next academic year, without attending any further classes.

What type of retake have I been offered?
On your statement of results, a code will appear next to the result to let you know if you are being offered a First Sit at the module on the next attempt.

- FS = First Sit
- FR = First Sit for Rest
- There is no code after my mark = Rest

Overall marks for Rest and First Sit for Rest modules will be capped at 40%. Overall Marks for First Sit modules will not be capped.

For students undertaking a capped rest, this will be your final attempt.

What does this mean?
This means you cannot progress to the next year of study or complete your degree until you have retaken and passed the necessary modules. If you have been offered a First Sit your overall mark for your retake module(s) will not be capped. If you have been offered a Rest or First Sit for Rest your overall marks for rest module(s) will be capped at 40%.

If you have any questions regarding your studies, you should contact your School(s)/Helpdesk before making a decision.

For further information please see both the Fairness and Assurance Policy and Academic Regulations.

I understand my progression options, what should I do now?
1. If you wish to retake the modules you have failed, you must indicate this by selecting the option below by 27 July 2021.
2. You must then contact your School(s)/Helpdesk as soon as possible to agree and register for your retake modules in the next academic year.

Rest Fees
There is no charge for taking a First Sit. However, there is a charge for rests. For further information about rest fees and guidance on the resitting process, please see our Retaking Assessment webpage. You will need to arrange the payment of your rest fees in order to complete enrolment and to allow you to resit your modules.