

AIM University Group

AIMu Assessment Rules — Simplified

1. Assessments for Each Class

Each class has **eight assessments**:

Learning Outcome	Assessments
Learning Outcome 1	Test and Term Paper
Learning Outcome 2	Test and Term Paper
Learning Outcome 3	Test and Term Paper
Learning Outcome 4	Test and Term Paper

You must pass all four Learning Outcomes. This means passing the required four (4) **tests and four (4) term papers on each Learning Outcome**.

2. Passing the Class

You pass the class when you have passed all eight assessments.

Once all eight assessments are passed:

- The class is complete.
- No additional assessment is required for that class during the remainder of your programme.

3. Incomplete and Referred Grades

Incomplete

You receive an **Incomplete** grade when you are absent from or do not submit a scheduled assessment.

Referred

You receive a **Referred** grade when you attempt an assessment but do not meet the required passing standard.

You do not repeat assessments that you have already passed. You only resit the specific:

- test; or
- term paper

that you did not pass (or did not complete).

4. Maximum Number of Attempts

You are allowed a maximum of **three attempts** to pass the same test or term paper for a Learning Outcome.

The three opportunities are:

1. **First attempt:** Regularly scheduled assessment during the semester.
2. **Second attempt:** Published resit period at the end of the semester.
3. **Third and final attempt:** A future scheduled out-of-semester resit date.

Both Absence (**Incomplete**) and **Referred** grades count as attempts.

This means that being absent from an assessment does not preserve the attempt. A missed assessment still counts toward the maximum of three allowed attempts.

The three-attempt limit applies separately to the test and term paper for each Learning Outcome.

How Attempts Are Counted

First Attempt

Regular In-Semester Assessment

This is the assessment scheduled during the normal semester.

- **Pass:** The assessment is complete.
- **Referred:** You must attend the end-of-semester resit.
- **Absent or not submitted:** You receive an Incomplete grade and must attend the end-of-semester resit.

The resit fee is **US\$65 per assessment or Learning Outcome, as applicable.**

Second Attempt

End-of-Semester Resit

This is the published resit period following the regular semester.

- **Pass:** The assessment is complete.
- **Referred:** You proceed to the third and final attempt.
- **Absent after participating in the first attempt:** You proceed to the third and final attempt.
- **Absent from both the first attempt and the end-of-semester resit:** *You automatically fail the class because you did not participate in either of the two scheduled assessment opportunities.*

The resit fee is **US\$65.**

Third and Final Attempt

Future Out-of-Semester Resit

This is the final scheduled opportunity to pass the outstanding assessment.

- **Pass:** The assessment is complete.
- **Referred, absent or not submitted:** You fail the class.

No fourth attempt is permitted.

If you do not pass on the third attempt, you must retake the entire class when it is next offered on the academic calendar. Applicable tuition and assessment fees will apply.

Important Rules

- You cannot miss both the regular assessment and the end-of-semester resit. At this point the Fail grade is awarded as you did not attempt the assessments.
- An Incomplete grade counts as an attempt.
- A Referred grade counts as an attempt.
- You cannot exceed three attempts for the same test or term paper.
- Passing one assessment does not require you to repeat it because another assessment was referred.
- After the third unsuccessful attempt, you must pay for and retake this entire class.

Example

A learner receives a Referred grade for the **Learning Outcome 2 Test** but passes the **Learning Outcome 2 Term Paper**.

The learner only needs to resit the **Learning Outcome 2 Test**. The passed term paper does not need to be repeated.

The attempts would be counted as follows:

1. Regular semester test — Referred.
2. End-of-semester resit — Referred or missed.
3. Future scheduled resit — Final attempt.

If the learner does not pass the test on the third attempt, the learner fails the class and must retake the class when it is offered again.