

**UNIVERSITY OF BEDFORDSHIRE**  
**ACADEMIC REGULATIONS**  
**SECTION 3b: dTc 0 Tw 1891 7239**

**SECTION 3b REGISTRATION**

**Courses with approved variations (*for details of the variations please see Section 7 of the Academic Regulations*)**

## **1 Registration**

- 1.1 If you are a new student you must complete the registration process before you are confirmed as a student with the University.
- 1.2 You must agree and sign our terms and conditions as part of this process as this is part of the contract between you and the University.
- 1.3 You must re-register annually on the anniversary of your first registration for the duration of your course.
- 1.4 You must complete your registration by the Friday of teaching week 2 in the first teaching period of your academic year.
- 1.5 If you are registering on a course that is delivered through block periods (postgraduate study only), you must register by Friday of the induction week. If you do not complete your registration by this point, you will be deferred to the next available study block.
- 1.6 If you are a new student and do not register by this point, your status will be returned to the application stage. You will then be asked if you wish to be considered for the next available entry point for the course you applied for.
- 1.7 If you are a returning student and do not register by the deadline, you will be required to either interrupt your studies or to withdraw from the University.
- 1.8 We do not allow undergraduate students, studying on a full-time basis to register for two courses running concurrently. If you are a postgraduate student who wishes to apply for a research programme, you must apply to the Research Degrees Committee for permission.
- 1.9 When you register you must:
  - 1.9.1 Pay your fees or evidence how they will be paid (see Tuition Fee Policy at <https://www.beds.ac.uk/>).
  - 1.9.2 Pay any outstanding debt owed to the University (see Tuition Fee Policy at <https://www.beds.ac.uk/>).
  - 1.9.3 Provide valid identification e.g. Passport.
  - 1.9.4 Provide original qualification certificates (on first registration only).
  - 1.9.5 Have the appropriate student immigration status.

## **2 Unit Registration**

- 2.1 Units are discrete blocks of study, each with a credit value, which combined make up your course. You must pass the required number of credits in order to pass your



- 3.8.4 You have not completed registration by the completion date for end of registration.
- 3.8.5 If you are a continuing student your studies will be terminated on grounds of absence and assumed withdrawal.
- 3.8.6 You have not paid your fees and have failed to make acceptable arrangements to pay what is owed.
- 3.8.7 As a result of an academic offence or providing fraudulent or misleading documentation or the non-disclosure of information, you would not be allowed to remain a student.
- 3.8.8 You have breached UKVI visa rules or do not have an appropriate visa.
- 3.8.9 The Vice Chancellor has accepted a recommendation that your registration must be terminated on disciplinary grounds

### 3.9