

## **ORDINANCE 49: Diploma in Dental Hygiene and Dental Therapy**

1. The University may award a Diploma in Dental Hygiene and Dental Therapy to students who have pursued the approved programme of studies, as set out in the programme specification for the award, to the satisfaction of the Board of Examiners. The aims, learning outcomes, structure, subjects of study and the assessment and re-assessment requirements of the programme shall be as detailed in the programme specification and handbooks for the award. Details of the curriculum shall be provided in module specifications.
2. Candidates for the award of Diploma in Dental Hygiene and Dental Therapy shall, before entry upon the programme, have obtained entrance qualifications of a type and standard deemed appropriate by the University.
3. The University may recognise the programmes of study and examinations for the degree of Bachelor in the Faculty of Health and Life Sciences and other Faculties of the University, or programmes of study and examinations of other approved universities and institutions as, in part, qualifying for the award of the Diploma in Dental Hygiene and Dental Therapy.
4. The normal length of the programme will be 27 months of full-time study. The maximum period for which a student may be registered for the Diploma in Dental Hygiene and Dental Therapy, including any suspensions of study, shall be four years.
5. Students shall be required to attend the compulsory components of the programme as specified in the programme specification and the programme handbook. The Board of Examiners, or a Progress Panel acting on behalf of the Board of Examiners and University, shall be empowered to exclude from an examination any student who has not attended, to the satisfaction of the Dean of the School of Dentistry, the approved programme of study or who has not properly completed written or other work, including clinical work.
6. All assessments shall be conducted in accordance with the provisions of the Code of Practice on Assessment and the relevant programme specification. The assessments shall include written, practical and clinical examinations, as detailed in the programme specification and the programme handbooks.
7. Students who fail to satisfy the Examiners in a module assessment shall be permitted to re-present the failed work or to present themselves for re-examination on one further occasion only at a time specified by the Examiners.
8. Students may not proceed to the second year of study carrying a fail mark in any module. Students may be required to pass a particular module or modules before proceeding to other specified modules as specified in the programme specification.
9. The Executive Pro-Vice-Chancellor of the Faculty of Health and Life Sciences, in consultation with the Dean of the School of Dentistry, has the right to require any student to withdraw from a clinical placement with immediate effect if the Executive Pro-Vice-Chancellor considers that the student's presence is against the interest of patients or of the establishment concerned. The student will be suspended for a specific period of time pending full consideration of the circumstances by the Executive Pro-Vice-Chancellor under the University's Fitness to Practise procedures. The Executive Pro-Vice-Chancellor has the right to extend the period of suspension if they consider that action to be justified.

10. Subject to overriding considerations of patient safety, the Board of Examiners shall be empowered to take account of extenuating circumstances affecting students' performance in determining the conditions relating to re-assessments in accordance with the provisions of the Code of Practice on Assessment and the Extenuating Circumstances Policy.
11. Students who fail to satisfy the Examiners for the award of the Diploma or who otherwise fail or withdraw from the programme may be considered, on the recommendation of the Examiners, for the award of a Certificate or Diploma in Higher Education. A Certificate in Higher Education shall be awarded to students who have passed modules totalling at least 120 credits at FHEQ level 4; a Diploma in Higher Education shall be awarded to students who have passed modules totalling at least 240 credits, of which at least 120 shall be at FHEQ level 5.

The Code of Practice on Assessment (including the Extenuating Circumstances Policy) can be found at: <https://www.liverpool.ac.uk/aqsd/academic-codes-of-practice/code-of-practice-on-assessment/>

The Fitness to Practise Policy can be found at:  
<https://www.liverpool.ac.uk/studentadministration/policies-procedures/fitness-to-practise/>

## **SUMMARY OF AMENDMENTS MADE TO ORDINANCE 49**

1. Original amended Ordinance approved on behalf of Senate and Council October/November 2015.
2. Amendments approved on behalf of Senate and Council in June 2019 to:
  - Replace references to 'mitigating' circumstances with 'extenuating' circumstances, in accordance with the most recent Code of Practice on Assessment terminology.
  - Replace 'Head' of School with 'Dean' of School.
3. Amendments approved via Chair's action on behalf of Senate and Council August/September 2022 to bring the Ordinance up to date with the current Faculty structure and to reflect revised terminology.