



*“Sustainable transformation through innovation”*

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**Lusaka Goldsmiths University Undergraduate Credit  
Accumulation, Degree Classification and Exemptions  
Policy**

## 1. INTRODUCTION

Lusaka Goldsmiths University operates a system of credit accumulation and degree classifications that is nationally and internationally accepted to ensure the University is operating within the accepted norms of academic standards. Any deviations from the standards must be clearly justified and approved by the Senate.

## 2. PRINCIPLE

- 2.1 Lusaka Goldsmiths University acknowledges the fact that the credibility of a qualification is, to a large extent determined by systems that have been put in place to arrive at awarding the qualification to students who successfully complete a programme of study.
- 2.2 The process of classifying and awarding a Degree focus on two factors. First, the course credits a student accumulates over their period of study and secondly, the grade points they accumulate.

## 3. COURSE CREDITS

- 3.1 Course credits are the total credits a student accumulates over a four year period of their study on a degree programme. The University uses the standard course credits accumulation system where a student enrolled on a Bachelor's degree programme should accumulate a minimum of 120 credits in a year arising from 1200 nominal hours of study. The average course load for a student to take in any one academic year to arrive at 120 credits would be eight (8). However in some programmes, students may be required to take up to ten (10) courses. Each course taken in a semester should give a student an average of 120 hours of study translating to 12 credit units.<sup>1</sup> In a year therefore a student successfully completing all their academic requirements, would have a total of 1200 hours divided by 10 giving 120 credits.
- 3.2 For the four years of study at Lusaka Goldsmiths University, a student is expected to have accumulated a total of 4800 hours of study translating to 480 credits.

## 4. GRADE POINTS

- 4.1 A student's grade points are determined by the marks obtained in a course e.g. Law of Contract 50% marks equal a 'C' grade. The table below should guide on the grades a student accumulates from the marks obtained in the courses.

Table 1.

<b>MARKS</b>	<b>GRADE</b>	<b>CLASSIFICATION</b>
<b>80+ -</b>	<b>A+ -</b>	<b>Upper Distinction</b>
<b>75-79 -</b>	<b>A -</b>	<b>Distinction</b>
<b>70-74 -</b>	<b>B+ -</b>	<b>Merit</b>
<b>65-69 -</b>	<b>B -</b>	<b>Upper Credit</b>
<b>60-64 -</b>	<b>C+ -</b>	<b>Credit</b>
<b>50-59 -</b>	<b>C -</b>	<b>Pass</b>
<b>00-49 -</b>	<b>D -</b>	<b>Fail</b>

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<sup>1</sup>. ZQF Guidelines for the Registration and Accreditation of Qualifications

4.2 The classifications of the grades obtained by a student in the four years period of their studies, shall determine the classification of the degree to be awarded. Each degree shall be classified using the overall grade points a student accumulates using the formula below:

Table 2.

<b>GRADE</b>	<b>GRADE VALUE</b>	<b>GRADE POINTS</b>	<b>CLASSIFICATION</b>
<b>A+</b>	<b>3.00</b>	<b>48</b>	<b>Distinction - Upper Class</b>
<b>A</b>	<b>2.50</b>	<b>40-47</b>	<b>Distinction</b>
<b>B+</b>	<b>2.00</b>	<b>32-39</b>	<b>Merit</b>
<b>B</b>	<b>1.50</b>	<b>24-31</b>	<b>Credit - Upper Class</b>
<b>C+</b>	<b>1.00</b>	<b>16-23</b>	<b>Credit</b>
<b>C</b>	<b>0.50</b>	<b>08-15</b>	<b>Pass</b>

In awarding degrees, Lusaka Goldsmiths University shall base the calculations for the classification of degrees on the grades obtained by a student in the last half of their programme of study. Below is an example of the system for determining the classification of degree a student is to be awarded:

Table 3.

<b>YEAR 3</b>					<b>GRADE VALUE</b>
<b>S1 -</b>	<b>LLB1- C</b>	<b>LLB2- A</b>	<b>LLB3- C</b>	<b>LLB4- B</b>	<b>6.00</b>
<b>S2 -</b>	<b>LLB5- C</b>	<b>LLB6- C+</b>	<b>LLB6- C</b>	<b>LLB8- B</b>	<b>3.50</b>
<b>YEAR 4</b>					
<b>S1 -</b>	<b>LLB9- B</b>	<b>LLB10- B</b>	<b>LLB11- C</b>	<b>LLB12- B+</b>	<b>5.50</b>
<b>S2 -</b>	<b>LLB13- C+</b>	<b>LLB14- B+</b>	<b>LLB15- C</b>	<b>LLB16- B</b>	<b>5.00</b>
<b>GRADE POINTS</b>					<b>20.00 CREDIT</b>

**NOTE:** To ensure the standards and integrity of the degree awarded by Lusaka Goldsmiths University is maintained high, a course that is repeated shall not be counted during the process of classification of a degree.

## **5. TRANSFERRED CREDITS AND EXEMPTIONS**

- 5.1 Lusaka Goldsmiths University accepts credits transferred from other universities within or outside Zambia which are recognised by the Higher Education Authority. The credits shall be accepted if they would lead to an award of a qualification that would have been recognised by the Zambia Qualifications Authority.
- 5.2 Only credits from a programme of study that would have led to an award of a Bachelor's Degree will be accepted and entitle a transferring student to an award of exemptions.
- 5.3 As the Degree awarding university will be Lusaka Goldsmiths University, exemptions may only be awarded in the first fifty percent of courses on the programme of study a student is transferring to.

- 5.4 Any course falling in the last fifty percent of courses on the programme a student is enrolling for at Lusaka Goldsmiths University shall not be eligible for exemptions notwithstanding the fact that they have been passed.
- 5.5 All courses exempted attract an exemption fee as prescribed.