part of the Glasgow approach that a lecturer Support will also be available online between for one or two weeks in every four weeks. To travel to Chengdu every four weeks from Glasgow delivered by staff from UofG. Teaching led by the majority of the courses in years 3 and 4 are delivered by staff from UESTC, while the majority of the courses in years 1 and 2 are taught equally by staff from both universities. The English language is used exclusively throughout all four years, and you should take every opportunity to practise your language skills and become fluent. At the end of your studies, you will have qualifications that are globally competitive recognised and respected with the quality standards of UofG and UESTC, and be taught and assessed strictly in accordance with the quality control systems of higher education authorities in both the UK and China. You will be taught and assessed strictly in accordance with the quality standards of UofG and UESTC, with advice, support and mentoring provided by both universities. The English language is used exclusively throughout all four years, and you should take every opportunity to practise your language skills and become fluent. At the end of your studies, you will have qualifications that are globally competitive recognised and given you an outstanding international perspective of engineering.

The formal processes of British and Chinese universities are different and you are exposed to the policies that apply to you and these differences are summarised on page 4 of this handbook to be read alongside the rest of the information.

As a student attending the Glasgow College UESTC, your responsibility is to seize every opportunity for learning that you will find here – whether in lectures, tutorials, laboratories, project work, industry visits, or in discussion with the staff – to strive for the highest classification of degree commensurate with your talents, and to forge for yourself a distinguished engineering career.

As an exceptional arrangement approved by the Ministry of Education due to the Covid-19 pandemic, for entry in academic session 2020/21 only, the University of Glasgow agreed to provide a 4+0 single degree programme in Electronics and Electrical Engineering for a small, single intake, cohort of students within the Glasgow College, UESTC on the UESTC Qingshuihe campus.

Although the single degree programme shares the same curriculum as the dual degree programmes within the Glasgow College UESTC, successful completion of the 4+0 single degree programme leads to a degree qualification from the University of Glasgow alone. This means there are some differences to the policies that apply to you and these differences are summarised on page 4 of this handbook to be read alongside the rest of the information.

We hope that you find your studies on the Joint Programmes challenging, enjoyable and fruitful. We really do expect you, as an engineering graduate from UESTC and the University of Glasgow with the illustrious forebears of both universities, to go out and in some way change the world!
As an exceptional arrangement approved by the Ministry of Education due to the Covid-19 pandemic, for entry in academic session 2020/21 only, the University of Glasgow agreed to provide a 4+0 single degree programme in Electronics and Electrical Engineering for a small, single intake, cohort of students within the Glasgow College, UESTC on the UESTC Qingshuihe campus.

On successful completion of the programme, you will graduate with a single BEng (Honours) degree in Electronics and Electrical Engineering from the University of Glasgow. This programme is jointly delivered by the University of Glasgow and UESTC and you will have access to UESTC and Glasgow College UESTC. After successful completion of year one, you will have the opportunity to continue on the EEE with Communications pathway, or to transfer to the EEE with Microelectronics programme.

If your academic achievements in the first and second academic years meet the relevant requirements, you will have the option of applying for the 2+2 programme to study on the Glasgow campus in years 3 and 4. For those successful at gaining entry to the 2+2 programme, the international undergraduate student tuition fee of the University of Glasgow campus is payable to the University of Glasgow in years 3 and 4 at the published rates.

Only the regulations of the University of Glasgow apply to your programme, for example in terms of the UofG Code of Assessment, rules for progression and degree classification criteria. The same University of Glasgow regulations for programmes with UESTC apply to your programme as set out in the University of Glasgow Regulations: glasgow.ac.uk/senateoffice/policies/unregs/regulations2021-22/scieng/beng/progression.

Although the programme that you will undertake shares the same curriculum as the dual degree programmes within the Glasgow College UESTC, successful completion of the 4+0 single degree programme leads to a degree qualification from the University of Glasgow alone. This means there are some differences to the policies that apply to you and these differences are summarised below for your reference. In all other respects, the information outlined in the body of the student handbook for 2021/22 applies.

• you will be exempted from the 30 credit English for Academic and General Purposes course (UESTC1017)
• Academic appeals will be through the University of Glasgow only and will follow UofG policy and procedure
• University of Glasgow rules will apply in respect of academic misconduct regardless of who is delivering the relevant component or assessment. UESTC will share information with UofG about any alleged academic misconduct at UESTC and UofG will administer the process and any sanctions. Outcomes arising will be supported by UESTC, even if these differ from the UESTC position for its own degree.

• Non-academic misconduct or disciplinary offences by students shall be subject to the respective UESTC or UofG procedure as deemed appropriate by the Joint Executive Group. However, decisions about academic sanctions (e.g. removal from the programme) and subsequent communications will rest with UofG as the degree awarding body.
• Complaints from Single Degree Programme Students about a particular service, facility or component may be directed to the Party for which it has not been resolved to your satisfaction. Complaints about the overall programme may be directed to UofG, if you have a right to refer any complaint which has not been resolved to your satisfaction in the first instance to UofG, under the UofG complaints policy. UofG and UESTC will work together through the Joint Executive Group and (where necessary) the Joint Board of Management to reach an agreed position in response to such a complaint within the timescales set down in the relevant UofG policy.

*This information is not relevant to dual degree programme students.
The University of Glasgow is proud of its many distinguished figures who have taught, worked and studied at the University, including seven Nobel laureates. Famous names include:

- Lord Kelvin (above far right), the scientist and engineer, as famous for his inventions as for his academic work, earning himself international acclaim through his discoveries such as the absolute scale of temperature and impact on physics and engineering
- James Watt (above centre right), an outstanding engineer who was considered by Karl Marx to have developed the power for the Industrial Revolution through his significant contributions to the steam engine
- William Rankine, who made significant contributions to many branches of engineering from thermodynamics to metal fatigue
- Adam Smith, often called the ‘father of economics’
- Joseph Lister, who developed his revolutionary system of antiseptic surgery
- John Logie Baird, a pioneer of television

Chinese students have studied at the University of Glasgow since 1886. The University has 81% of its academic staff contributing to subjects where the majority of research is rated world-leading or internationally excellent. This makes Glasgow an attractive choice for the best students from almost 130 different countries, with currently over 1,500 students from China.

The University is structured into four Colleges, which comprise 20 Schools and 11 Research Institutes. The School of Engineering is the largest member of the College of Science and Engineering, which also includes related subjects such as Computing Science, Mathematics, and Physics. We collaborate on research and teaching with the other Colleges as well: Medical, Veterinary and Life Sciences, Social Sciences, and Arts.

Being Scotland’s largest city, Glasgow is truly cosmopolitan and is the third largest city in the United Kingdom. Recently voted the UK’s number one destination in TripAdvisor’s Travellers’ Choice Awards, and featured in Lonely Planet’s top 10 world cities list, Glasgow offers a vibrant city life with a legendary live music scene, hosting countless international festivals, and providing the best shopping in the UK outside London. Chinese culture is very influential in Glasgow, with a wealth of Chinese restaurants, supermarkets and traditional Chinese medicine stores in the city. Glasgow is also one of the world’s leading destinations for sporting events; the city hosted football matches as part of the London 2012 Olympic Games and was delighted to have hosted the 2014 Commonwealth Games. Glasgow celebrated the 200th year of Glasgow Botanic Gardens in 2017. IEEE Sensors2017 was held in Glasgow with several UofG School of Engineering staff and members of Glasgow College UESTC working to organise the conference. After acquiring a 14-acre site in 2015, the University of Glasgow’s world-changing redevelopment is underway with a £1 billion investment to expand their world class campus and facilities.
The University of Electronic Science and Technology of China

Renowned as the birthplace of China’s electronic industry, UESTC was founded in 1956 as Chengdu Institute of Radio Engineering through the combination of the electronics and communications divisions of three well-established universities: Shanghai Jiao Tong University, Nanjing Institute of Technology (now Southeast University) and South China Institute of Technology (now South China University of Technology).

UESTC was developed into one of China’s Key Universities in 1960. In 1997 it was included as one of the first universities in Project 211, a national project aimed at the development of world-class research-oriented universities and the Chinese higher education system. In June 2017, UESTC was admitted into the nation’s “Double First-class Initiative”, aiming at developing world-class universities and first-class disciplines.

UESTC has two national key disciplines of first level, Electronic Science & Technology and Information & Communications Engineering, which ranked A+ in the Discipline Quality Assessment of Higher Education conducted by the Ministry of Education (MoE) of the People’s Republic of China in 2017. The number of A+ disciplines has ranked the first in West China. Engineering, material science, physics, computer science, chemistry, neuroscience and behavioral science, biology and biochemistry have entered the top 1% of ESI. Engineering has been in the top 1% of ESI since July 2016, achieving the top 100 in the world. As the premier electronic institute for higher education, the University now is proud of a great number of scientific research platforms, including 4 national key laboratories, 1 national engineering centre and 52 research institutes and laboratories respectively constructed by the MoE and Sichuan Government. There are more than 3800 faculty members, including 640 professors. Up to now, there are hundreds of outstanding talents at the national level, including academicians, IEEE Fellows, scientists from Ten Thousand Scholars, experts from Outstanding Youth Program and national distinguished teachers and several highly cited scientists in the world. More than 10 faculty members were selected for the National Million Talents Project.

UESTC has high standing within the Chinese education sector, providing programmes and carrying out research in the principal discipline of Electronic Information Engineering. During the past five decades, UESTC has evolved from this specialisation to a key multidisciplinary university with electronic science and technology as its nucleus, engineering as its major field and an integrated approach to science, engineering, management and liberal arts. Today, the University enjoys collaboration with more than 200 organisations in 20 countries, including over 50 joint laboratories with multi-national companies.
The Glasgow College UESTC is home to a joint educational programme (JEP) and a joint educational institute (JEI) approved by the Ministry of Education (MOE) of China.

Three pathways are offered by the Glasgow College UESTC: Electronics and Electrical Engineering with Information Engineering, Electronics and Electrical Engineering with Communications, and Electronics and Electrical Engineering with Microelectronics. These pathways comprise courses approved by the University of Glasgow Senate for the UofG BEng (Honours) degree in Electronics and Electrical Engineering.

All assessments and formal teaching in the Glasgow College UESTC will be conducted in English. To graduate with a UESTC degree, students have to take additional courses required by the MoE and UESTC.

This handbook concentrates on aspects of the Glasgow College UESTC pathways that concern the content of UofG degrees. Students should also refer to the additional UESTC Student Manual that explains UESTC regulations concerning the content of UESTC degrees.

UoG Terminology – Programmes, Courses and Credits

Common words such as a ‘course’ can be used in different ways so here is a brief list of usage at UoG. Some of these terms have a different meaning for UESTC.

• A degree programme is the complete curriculum that leads to a degree, such as BEng in Electronics and Engineering with Information Engineering, BEng in Electronics and Engineering with Communication, or BEng in Electronics and Engineering with Microelectronics.
• Each programme is divided into courses, each of which is self-contained with its own instruction (such as lectures, tutorials, laboratories, guest lectures, seminars, and company visits) and assessment (such as class tests, lab reports, project reports, and the degree examination).
• Each course has a level, which is roughly the same as its year in the curriculum and is chosen by the course code. For example, both UESTC1002 and UESTC1007 are Level 1 courses in a UoG Programme delivered at UESTC.

Formally:
1 UoG credit = 10 learning hours.

This reflects a European attitude to university education, where the emphasis is on learning rather than time spent in the classroom being taught.

Academic Session Dates

The Glasgow College UESTC follows the same semesters as UESTC and the session dates of UESTC can be found on their Academic Affairs Office’s website. The School’s session dates for 2021–2022 are as follows:

- First session: 1 September to 30 November
- Second session: 12 December to 17 February
- Third session: 1 March to 31 May
- Fourth session: 1 June to 30 August

In many cases the timetabled classes (lectures, laboratories, tutorials) come to about 30 hours so you are expected to spend more than double that time working on the material in your own time – reading lecture notes, going over difficult points with the aid of a textbook, working through tutorial sheets, discussions within your study group, writing laboratory reports and revising for the examination. This also means that, in order to get the best out of one contact hour at the lecture, you should spend one hour reading the lecture notes prior to attending the lecture and another hour on consolidation and revision afterwards.

In many of these cases the timetabled classes (lectures, laboratories, tutorials) come to about 30 hours so you are expected to spend more than double that time working on the material in your own time – reading lecture notes, going over difficult points with the aid of a textbook, working through tutorial sheets, discussions within your study group, writing laboratory reports and revising for the examination. This also means that, in order to get the best out of one contact hour at the lecture, you should spend one hour reading the lecture notes prior to attending the lecture and another hour on consolidation and revision afterwards.

Enrolment

In addition to enrolment at UESTC, students are required to enrol at the University of Glasgow using the online student portal called MyCampus, at the beginning of their programme of study and to confirm their enrolment at the beginning of each subsequent academic year. You will receive an ‘Account Access Notification’ email from the University of Glasgow with instructions for logging into this portal and completing academic registration. UESTC enrolment procedures require each student to reach a satisfactory settlement for his or her tuition with the school before the deadline for tuition payment.

Students who fail to make satisfactory payments of tuition fees will not be allowed to access either university facilities (including computer networks and services such as MyCampus that informs you of your examination results). These students may be required to withdraw from their programme of study and will not be allowed to graduate.

Structure of the Glasgow College UESTC

This formal document that defines the structure of the programme is called the Programme Specification and is available on the UoG website. An outline of course codes, credits and the courses that you will study in each year of Electronics and Electrical Engineering with Information Engineering, Electronics and Electrical Engineering with Communications, and Electronics and Electrical Engineering with Microelectronics are posted at glasgow.ac.uk/undergraduate/degrees/electronics/ microelectricalastc, respectively.

The UESTC programme includes further courses, such as Morals and Ethics and Fundamentals of Law. More detailed information can be found in the University of Electronic Science and Technology of China Undergraduate Education Plan (Ver. 2021).
Guide to Grading Schemes
You are awarded a UoG grade and a UESTC score at the end of each course, following a meeting of the Board of Examiners of the Glasgow College UESTC to approve the assessment results. Note that coursework grades are unsealed until after the Board meets and may be subject to change. These results are published only on MyCampus for a UoG transcript. The results from each UoG course are also available on the UESTC portal. Please do not ask the offices, advisers of studies, lecturers or anybody else for confirmation of your results because they must refer you to your official record on MyCampus.

UESTC award scores on a scale of 0 to 100 points whereas the UoG uses a different, equivalent and compatible grading scheme to UESTC’s as described in Tables 1 and 2 on page 15. They use a set of grades from A1 (highest) with a description of each grade and its equivalent to UESTC’s scores, shown in Table 1. Some courses, notably projects, are assessed using these grades directly but most examinations in Engineering are marked in percentages first. Beginning in Semester 1 of the 2017-2018 academic year, the courses taught by UoG staff began following the University of Glasgow Code of Assessment when calculating final grades in these courses. As a result, the percentages in UoG taught courses do not have the same meaning as the 0-100 scale used by UESTC staff for student performance in courses. The calculation used to determine a student’s UoG points and final grades in a course taught by a UoG staff is described in Chapter 2.3 of the Guide to the Code of Assessment. The Glasgow College UESTC converts the UESTC scores for courses taught by UoG staff and the UoG points for courses taught by UoG staff to grades of A1-H using an appropriate mapping for each course. The mapping shown in Table 2 and those scores will be recorded on the UESTC grade database.

The UoG points in the UoG- and UESTC-taught courses that contribute to the BEng degree programmes are used to calculate your average performance, which is needed to check your progress and for graduation with a UoG degree. UoG’s grade point average (GPA) is calculated for each year of the programme, weighted by the number of credits for each course.

There is no official definition of ‘pass’ or ‘fail’, but you can consider grades A-D to be a pass, grade E to be a marginal failure and grades F-H to be failures.

Table 1: Verbal descriptors of grades and points from UoG Code of Assessment and relation to UESTC points.

<table>
<thead>
<tr>
<th>UESTC Scores</th>
<th>UoG %</th>
<th>UoG Points</th>
<th>UoG Grade</th>
<th>Primary verbal descriptors for attainment of intended Learning Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>97-100</td>
<td>84-100</td>
<td>A</td>
<td>A</td>
<td>Excellent attainment of virtually all intended learning outcomes, secured by discriminating command of a comprehensive range of relevant materials and analyses, and by deployment of considered judgement relating to key issues, concepts and procedures</td>
</tr>
<tr>
<td>94-96</td>
<td>80-83</td>
<td>A1</td>
<td>A2</td>
<td>Very Good attainment of virtually all intended learning outcomes, clearly grounded on a close familiarity with a wide range of supporting evidence, constructively utilised to reveal appreciable depth of understanding</td>
</tr>
<tr>
<td>91-93</td>
<td>77-79</td>
<td>A2</td>
<td>A3</td>
<td>Good attainment of most of the intended learning outcomes, some more securely grasped than others, resting on a soundly based range of evidence and displaying a variable depth of understanding</td>
</tr>
<tr>
<td>89-90</td>
<td>74-78</td>
<td>A3</td>
<td>A4</td>
<td>Satisfactory attainment of intended learning outcomes, displaying a qualified familiarity with a minimally sufficient range of relevant materials, and a grasp of the analytical issues and concepts which is generally reasonable, albeit insecure</td>
</tr>
<tr>
<td>85-87</td>
<td>70-73</td>
<td>A4</td>
<td>A5</td>
<td>Weak attainment of specific intended learning outcomes, with mixed evidence as to the depth of knowledge and weak deployment of arguments or deficient manipulations</td>
</tr>
<tr>
<td>81-84</td>
<td>67-69</td>
<td>B1</td>
<td>B2</td>
<td>Poor attainment of intended learning outcomes appreciably deficient in critical respects, lacking secure basis in relevant factual and analytical dimensions</td>
</tr>
<tr>
<td>78-80</td>
<td>64-66</td>
<td>B2</td>
<td>B3</td>
<td>Very Poor attainment of intended learning outcomes markedly deficient in respect of nearly all intended learning outcomes, with irrelevant use of materials and incomplete and flawed explanation</td>
</tr>
<tr>
<td>75-77</td>
<td>61-63</td>
<td>C1</td>
<td>C2</td>
<td>H</td>
</tr>
<tr>
<td>72-74</td>
<td>58-60</td>
<td>C2</td>
<td>C3</td>
<td>CW</td>
</tr>
</tbody>
</table>

Table 2: Mapping from UoG grades and points to UESTC scores

<table>
<thead>
<tr>
<th>UoG Points</th>
<th>UoG Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>22-21</td>
<td>A1</td>
</tr>
<tr>
<td>20-19</td>
<td>A2</td>
</tr>
<tr>
<td>18-17</td>
<td>A3</td>
</tr>
<tr>
<td>16-15</td>
<td>A4</td>
</tr>
<tr>
<td>14-13</td>
<td>A5</td>
</tr>
<tr>
<td>12-11</td>
<td>B1</td>
</tr>
<tr>
<td>10-9</td>
<td>B2</td>
</tr>
<tr>
<td>8-7</td>
<td>B3</td>
</tr>
<tr>
<td>6-5</td>
<td>C1</td>
</tr>
<tr>
<td>4-3</td>
<td>C2</td>
</tr>
<tr>
<td>2-1</td>
<td>D1</td>
</tr>
</tbody>
</table>

Table 1:

<table>
<thead>
<tr>
<th>Verbal descriptors of grades and points from UoG Code of Assessment and relation to UESTC points.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent attainment of virtually all intended learning outcomes, secured by discriminating command of a comprehensive range of relevant materials and analyses, and by deployment of considered judgement relating to key issues, concepts and procedures</td>
</tr>
<tr>
<td>Very Good attainment of virtually all intended learning outcomes, clearly grounded on a close familiarity with a wide range of supporting evidence, constructively utilised to reveal appreciable depth of understanding</td>
</tr>
<tr>
<td>Good attainment of most of the intended learning outcomes, some more securely grasped than others, resting on a soundly based range of evidence and displaying a variable depth of understanding</td>
</tr>
<tr>
<td>Satisfactory attainment of intended learning outcomes, displaying a qualified familiarity with a minimally sufficient range of relevant materials, and a grasp of the analytical issues and concepts which is generally reasonable, albeit insecure</td>
</tr>
<tr>
<td>Weak attainment of specific intended learning outcomes, with mixed evidence as to the depth of knowledge and weak deployment of arguments or deficient manipulations</td>
</tr>
<tr>
<td>Poor attainment of intended learning outcomes appreciably deficient in critical respects, lacking secure basis in relevant factual and analytical dimensions</td>
</tr>
<tr>
<td>Very Poor attainment of intended learning outcomes markedly deficient in respect of nearly all intended learning outcomes, with irrelevant use of materials and incomplete and flawed explanation</td>
</tr>
<tr>
<td>H</td>
</tr>
<tr>
<td>CW</td>
</tr>
</tbody>
</table>
measure of quantity. In other words, credits are a 'pass' the course to progress on the degree programme. The formal rules for assessment are in the UoS Code of Assessment, which is part of the UoS Calendar. A full explanation of the UoS Code of Assessment is provided at glasgow.ac.uk/senateoffice/policies/assessment/codeofassessment/guide.

Penalties for Late Submission of Coursework

UoS has standard penalties for late submission of coursework or parts of coursework:

- 2 UoS points are deducted (e.g. an A4 would be reduced to a B1) for each day late, up to 5 working days (i.e., an A4 can become an E1).
- after 5 working days submissions receive an H grade.

In order to notify UoS of mitigating circumstances, students must submit a report of good cause, along with necessary documentation, within 5 working days of the assessment date (e.g., exam date, coursework submission deadline). Students must also contact the Glasgow College UESTC Academic Affairs Office.

Quality Assurance and Accreditation

The Glasgow College UESTC uses a range of procedures to ensure that your programme meets the high academic standard expected.

- Examination papers are moderated by a second member of staff to ensure that they are clearly written, free of mistakes and commensurate to the standard expected.
- The papers are then sent to an External Examiner who confirms that they are of the expected standard.
- A Board of Examiners reviews the marks from all courses in each semester to check whether the results for any courses differ significantly from the average and take any appropriate action.
- Major project reports are independently marked by two members of staff; a moderator reviews the report as well if the two original marks are significantly different.
- UoS reviews the complete programme, roughly every five years.
- The External Examiner is an experienced, senior member of staff from another university who is familiar with the academic standard that should be expected from an honours degree programme. This ensures that the UoS award in the Glasgow College UESTC is of the same standard as a comparable university in Britain.
- UoS and UESTC worked together and obtained accreditation for EEE with Information Engineering programme and EEE with Communications programme from the Institution of Engineering and Technology (IET) and/or the Chinese Engineering Education Accreditation Association (CSEEAA) in accordance with the Washington Accord. We will continue to work together to get accreditation for EEE with Microeconomics programme at the earliest possible time.

Appeals Against Decisions of the Board of Examiners

You may appeal against a grade awarded in an examination, or the class of Honours awarded. In the event of an appeal, the UoS Calendar states clearly that an appeal will not be entertained against marks or decisions of examiners, or other matters of academic judgement, but only on the grounds of unfair procedure or medical evidence.

It takes a lot of work to assemble the evidence needed for a successful appeal; it would be wise to discuss your position with somebody before starting. The UoS Programme Directors will be happy to help.
Progression in the Glasgow College UESTC Programme

To progress to the next year of your degree programme, your results must satisfy the following rules. These rules apply to both the dual degree programmes at the Glasgow College UESTC.

The minimum requirements to progress to the next year of study are:

(a) grade E3 or better in all courses;
(b) no more than 24 credits of courses below grade D3;
(c) pass in all English-related courses in the curriculum for that year after one reassessment.

Progression from year 2 to year 3 requires a pass in English Communication and Engineering Career Skills (2029) at a minimum of D3 in components of the summative assessments. This minimum level is set at the equivalent of IELTS 6.0 in each language sub-skill.

If your results do not meet these requirements at the first attempt, you are automatically allowed one reassessment in each component of the course unless a resit on a particular component is forbidden in the course specification. The results from any reassessment are ‘capped’ at D3, which means that any higher grade (such as A2) is treated as though it were a D3 in the calculation of the GPA. Note that you may progress to the next year with up to 24 UofG credits at E grade but must improve your results to D3 or better before you can graduate. Please also note that:

- The maximum period of study is normally six academic years.
- The formal, official rules are set out in the UofG calendar glasgow.ac.uk/senateoffice/policies/calendar. The rules in the calendar will take precedence, should there be a difference between the summary above and the calendar.
- The UESTC Programme does not impose any further requirements on progress. However, you must pass all courses in the UESTC-curriculum before you can be awarded a degree by UESTC. All relevant regulations can be found at the website of Academic Affairs Division www.jwc.uestc.edu.cn/Index.action

Retake fee

- If a student fails a course in which any assessment is not permitted for resit (project, lab, presentation, etc.), the student will have to complete a new task in order to resit the whole course in order to resit every assessment, or only the final exam. If the student chooses to resit only the final exam, there is no charge against the student.

Progress Committee and Appeals

The progression process will run for MyCampus at the end of August and those students who are qualified to progress will then be allowed to register and enrol onto classes in the new academic year. If you require reassessment of a Spring Semester course, you will be given a temporary enrolment instead, until you have satisfied progression requirements. The Glasgow College UESTC Progress Committee will meet no later than in Week 3 to consider any evidence of personal circumstances and decide on the future action.

- In special cases you may be permitted to progress normally to the next year of study.
- If your results are far below the requirements you will be required to register for a different qualification or may be excluded from further study. In this case you will be considered for an early exit award by UofG. If the only requirement that you have not met is the English language requirement of passing English Communication and Engineering Career Skills at a minimum of D3, you may be allowed to transfer to the single degree programme, which is administered by UESTC. You are also allowed to provide an official IELTS score at a minimum of 6.0 in each sub-skill to meet the English language requirement for progression. However, you are still required to pass English Communication and Engineering Career Skills in order to graduate.

You can formally appeal to the College of Science and Engineering in the University of Glasgow against the decisions of the Joint Programmes Progress Committee but they will not accept any evidence that could reasonably have been submitted to the School earlier.

PROGRESSION AND GRADUATION

IN 2019, 74% OF OUR GRADUATES WERE ACCEPTED TO HIGHER DEGREES WITH TOP INSTITUTIONS OVERSEAS

74% OF OUR GRADUATES WERE ACCEPTED TO HIGHER DEGREES WITH TOP INSTITUTIONS OVERSEAS
Graduation and Degree Classification

UofG has general requirements for graduation and the BEng has extra rules that are similar to those for progression. These are very different from the UESTC rules. Scottish universities have a tradition of treating years 3 and 4 as ‘honours years’ with strict conditions. In particular, only your first-attempt result from honours courses is used to calculate the classification of your degree. Here is a summary of the graduation rules for the Joint Programmes. In Year 4 (the final year), your results must satisfy all the following requirements in order to graduate with the degree of BEng (Hons) from UofG:

(a) a grade of E3 or better in all courses at the degree of BEng (Hons) from UofG;
(b) no more than 20 UofG credits of courses at the first attempt;
(c) a grade of D3 or better in the major individual project at the first attempt;
(d) achieved a result (including that of a reassessment) of grade D3 or better in all courses in all years of the curriculum; and
(e) are enrolled in a dual degree programme.

Rules (a) and (b) are set by the UK Engineering Council for accredited degrees, such as the BEng (Hons). You will be considered for the degree of BSc (Honours) in Engineering, which is not accredited, if you meet requirements (c) and (d) but not both (a) and (b). Especially note that you require a minimum grade of D3 in your major individual project for any UofG honours degree.

The calculation of the final classification is based on your GPA from Year 3 and Year 4 (weighted 50:50 at the first attempt). The classification depends on your UofG GPA as explained below. You will not be awarded a degree if your final GPA is too low.

The calculation of the final classification is as follows:

- First class GPA: 12.0–14.0
- Upper second class GPA: 14.1–14.9
- Lower second class GPA: 15.0–17.0
- Third class GPA: 17.1–17.9
- Fail GPA: 0.0–8.0

If your classification is a ‘Fail’, i.e., your results do not meet the requirements for an Honours degree, you will be considered for one of the early exit awards listed under Progression.

As usual, the formal rules for graduation and classification are in the UofG Calendar. The classification depends on your UofG GPA as explained below and is quite different from UESTC’s rules. However, there is no limitation of reassessment for requirement (d) other than the maximum period of study of six years and the standard provision for reassessments.

British Honours degrees are classified into four classes:

- First class
- Upper second class
- Lower second class
- Third class

The classification depends on your UofG GPA according to Table 3. If your GPA lies in a ‘discretionary band’, the class depends on your distribution of grades. For example, if your UofG GPA in the range 17.1–17.9, you will get a First Class degree if 50% or more of your results are at A grade, weighted in the same way as the GPA, or an Upper Second Class degree if you have fewer than 50% A grades.

Table 3: Classification of honours degrees based on weighted UofG GPA for honours courses.

<table>
<thead>
<tr>
<th>Honours GPA</th>
<th>Honours classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.0–22.0</td>
<td>First Class</td>
</tr>
<tr>
<td>17.1–17.9</td>
<td>Either First Class or Upper Second Class (discretion)</td>
</tr>
<tr>
<td>15.0–17.0</td>
<td>Upper Second Class</td>
</tr>
<tr>
<td>14.1–14.9</td>
<td>Either Upper Second Class or Lower Second Class (discretion)</td>
</tr>
<tr>
<td>12.0–14.0</td>
<td>Lower Second Class</td>
</tr>
<tr>
<td>11.1–11.9</td>
<td>Either Lower Second or Third Class (discretion)</td>
</tr>
<tr>
<td>9.0–11.0</td>
<td>Third Class</td>
</tr>
<tr>
<td>8.1–8.9</td>
<td>Either Third Class or Fail (discretion)</td>
</tr>
<tr>
<td>0.0–8.0</td>
<td>Fail</td>
</tr>
</tbody>
</table>

If your classification is a ‘Fail’, i.e., your results do not meet the requirements for an Honours degree, you will be considered for one of the early exit awards listed under Progression.

As usual, the formal rules for graduation and classification are in the UofG Calendar. N.B. You must pass all the courses in the UESTC curriculum to be awarded a degree by UESTC. After successfully completing the joint programmes and the UESTC programme with both universities’ requirements fulfilled, UofG and UESTC will each award you a degree, independently on separate degree parchments.

Matriculation

All Glasgow College UESTC students are required to complete at least four academic years of study. The successful course of study will progress from one academic year to the next (see the Progression Rules). Students will not normally be allowed to be matriculate beyond the sixth consecutive academic year of study.

Study Abroad

Eligible students are able to complete Years 3 and 4 of their BEng (Hons) degree in Electronics & Electrical Engineering with Information Engineering, Electronics & Electrical Engineering with Communications or Electronics & Electrical Engineering with Microelectronics, after studying Year 1 and 2 at the Glasgow College UESTC.

The University of Glasgow offers a two-week summer school programme, which students at any level in the Glasgow College UESTC may apply for a second summer school programme in which students participate in research projects under the supervision of UofG staff is only available to students who are completing Year 3. Other Study Abroad opportunities may become available in future years.

Prizes and Scholarships

The Glasgow College UESTC offers prizes to top-performing students. You are also eligible for prizes awarded by the School of Engineering in Glasgow. A number of scholarships are awarded to students in the Glasgow College UESTC.
As a student in the Glasgow College UESTC, your responsibility is to seize every opportunity for learning that you will find here – whether in lectures, tutorials, laboratories, team or individual projects, work, industry visits, or in discussion with the teaching and technical staff, to strive for the highest classification of degree commensurate with your talents, and to forge for yourself a distinguished engineering career in the near future.

**You are responsible for your success**

**Computers**
An important part of your development as an engineer is to learn to use computers as an integral part of your day-to-day activities. You will take laboratory classes to show you how to use various software packages that are necessary to your degree programme. This will initially involve investing some time to get familiar with the packages, but the time invested will be valuable as you will quickly gain an advantage in being able to do better work faster. Report writing using a computer is an important part of an engineer’s activities and a number of courses will ask you to practice this by submitting written work.

**Email**
Information concerning, for example, urgent changes to the timetable will be sent by email to your University of Glasgow or UESTC email address. You should therefore ensure that you check both email accounts regularly.

You must also ensure that all emails you send to members of staff are from a university email address. You should therefore ensure that you check both email accounts regularly.

**Feedback on Your Work**
You will receive academic feedback on your work in several ways.
- During projects, regular meetings with your supervisor provide a high level of immediate feedback.
- Feedback on presentations (poster or oral) can be obtained from the assessors but it is better to wait a day or two until you are feeling more relaxed.
- Note that you may schedule an appointment with the course lecturer to discuss your academic performance in the course and to identify steps that you can follow to improve your performance.

The Glasgow College UESTC aims to return feedback on written assessments within three weeks. You will be notified if a delay is expected.

**Study Skills**
You do not come to university simply to learn the facts and skills of engineering. It is far more important that you learn to think and behave like a professional engineer. We aim to develop these vital abilities as you progress through the Glasgow College UESTC.

In your previous studies you have been told exactly what work to do for most of the time. In fact some of the best projects turn out quite differently from the original idea because the student has taken control and followed his or her own directions.

Projects take independence a step further. The difference between a project and an assignment is that
- In an assignment you are given some guidance on the method needed to complete the task.
- In a project you are given only the goal of the work and must develop a strategy for reaching the goal yourself.

You will start on simple projects during the first year and tackle more challenging projects in successive years, building up to the individual project in the final year. Your project supervisor will guide you gently and advise you on possible directions but it is your responsibility to develop a strategy for the project and work out how to achieve the goals. You will not pass the project if you rely on the supervisor to tell you what to do. In fact some of the best projects turn out quite differently from the original idea because the student has taken control and followed his or her own directions.

MyCampus
MyCampus is the University of Glasgow’s student information system that is used by students throughout the year. It will:
- show the courses that make up your curriculum and permit you to select any options
- inform you of your examination results
- compare your results with the progress regulations so that you can see whether you need to take rests

Note that timetable information will not appear within MyCampus and so you should refer to the timetable provided locally produced by the UESTC system. This will contain the room and scheduling information for the programme.

You should have received the information required to log in to MyCampus by email and can find more information at glasgow.ac.uk/students. Please keep your contact details on MyCampus up to date and check your email regularly. We assume that you will read email sent to the address on MyCampus promptly.

Virtual Learning Environment Systems: Blackboard and Moodle
Blackboard (http://portal.uestc.edu.cn/login.portal) is the online virtual learning environment (VLE) used in all UESTC-taught courses and some of the UofG-taught courses. Moodle (moodle2.gla.ac.uk) is the VLE used at the University of Glasgow for taught courses. Your instructors will inform you which VLE will be used during the first lecture. You should be enrolled automatically in all courses that you are taking each semester on Blackboard and Moodle as long as you have completed the enrolment process on MyCampus. Familiarise yourself as soon as possible with the online VLE systems.

**Feedback on presentations (posters or oral)** can be obtained from the assessors but it is better to wait a day or two until you are feeling more relaxed.

Note that you may schedule an appointment with the course lecturer to discuss your academic performance in the course and to identify steps that you can follow to improve your performance.

The Glasgow College UESTC aims to return feedback on written assessments within three weeks. You will be notified if a delay is expected.

**Study Skills**
You do not come to university simply to learn the facts and skills of engineering. It is far more important that you learn to think and behave like a professional engineer. We aim to develop these vital abilities as you progress through the Glasgow College UESTC.

In your previous studies you have been told exactly what work to do for most of the time.
- During projects, regular meetings with your supervisor provide a high level of immediate feedback.
- Feedback on presentations (poster or oral) can be obtained from the assessors but it is better to wait a day or two until you are feeling more relaxed.
- Note that you may schedule an appointment with the course lecturer to discuss your academic performance in the course and to identify steps that you can follow to improve your performance.

The Glasgow College UESTC aims to return feedback on written assessments within three weeks. You will be notified if a delay is expected.

**Study Skills**
You do not come to university simply to learn the facts and skills of engineering. It is far more important that you learn to think and behave like a professional engineer. We aim to develop these vital abilities as you progress through the Glasgow College UESTC.

In your previous studies you have been told exactly what work to do for most of the time.
Advice on Your Studies

Where to Get Advice
1. If you have an academic issue with a particular course, whether taught by a member of staff from UESTC or UofG, please make an appointment and speak to the Lecturer concerned in the first instance.
2. If the Lecturer cannot resolve the problem with a course taught by UESTC, then contact the Student Affairs Centre (Academic Affairs).
3. For issues concerning the courses taught by UofG, their regulations, or MyCampus, please contact the UofG Administration Manager.
4. If your issues concerning academic matters are still not addressed to your satisfaction, contact the Programme Director.
5. For pastoral issues, such as illness, financial or personal problems, please visit your counsellor in the Academic Affairs Centre (Student Support).

Every student in UofG is allocated an Adviser of Studies. He or she can provide advice on any kind of difficulty that affects the student’s studies but you should approach your UofG Adviser only if the offices are unable to handle your issue. You may also be referred to the Chief Adviser for Engineering (based in Glasgow).

Please note that all UofG staff, including Advisers of Studies and staff in the UofG Offices, are bound by British law on confidentiality. This means that they cannot discuss personal details with anybody other than the student concerned, not even with your parents, without your expressed permission.

What to Do if Studies Are Affected by Illness or Personal Problems
The Joint Programmes are subject to an ‘Absence Policy’, described at glasgow.ac.uk/services/senateoffice/policies/studentsupport/absencepolicy, which explains what you should do if your studies or examinations are affected by illness or personal problems. It does not apply only to absences, despite its name.

Good Cause Claims should be submitted by the students through MyCampus when their assessment performance is affected by illness or personal problems. Note that all Good Cause Claims must be submitted within five working days of the date of the affected assessments. Attending an EILTS examination will not be considered as ‘good cause’, you should be careful to avoid any timetabling conflicts when arranging these appointments. It is students’ responsibility to schedule IELTS exams to avoid clashes with compulsory assessments set by either university, including examinations and mid-term assessments.

Please read the guidance for submitting Good Cause Claims via glasgow.ac.uk/media/media_425478_en.pdf

A significant absence is:
1. an absence of more than seven consecutive days during working periods;
2. an absence of any duration if it prevents a student from:
   a) attending an examination, or
   b) fulfilling any other published minimum requirements for the award of credit (e.g. compulsory attendance at a tutorial or laboratory class or meeting a deadline for handing in an assignment).

You must justify the reason for your absence and may be required to provide supporting evidence such as a hospital report. The sooner you tell us, the easier we can help you.

You are expected to make up for missed classes where practicable. For example, if you miss a required laboratory near the start of a course you can usually arrange with the lecturer to complete it at a later date. But, it is your responsibility to make such arrangements.

Further Help with Your Studies

Please read the guidance for submitting Good Cause Claims via glasgow.ac.uk/services/senateoffice/policies/studentsupport/absencepolicy, which explains what you should do if your studies or examinations are affected by illness or personal problems. It does not apply only to absences, despite its name.

It is particularly important to report absences from examinations promptly, preferably before the examination if possible. You must notify the University no later than one week (i.e. within 7 days) after the date of the examination or the due date for submission of the assessment affected.

UESTC also has rules of Leave for Absence set out in the regulations of Administration of Undergraduate Academic Affairs. Please refer to the UESTC Student Manual.

Attendance in Lectures
Different students have different learning strategies for taught courses assessed by examination. However absence from lectures is nearly always a result of your failure to manage your time effectively. Studies have shown that there will be a strong correlation between your attendance in lectures and your chances of success in the examinations. Lecture courses provide additional support for students. Questions can be answered during lectures. If you are regularly absent from lectures this support will not be available. It is your responsibility to keep up with the material presented during lectures if you miss a lecture. Attendance will be monitored through random checks using an electronic UofG ID card reader. Therefore, you should bring your UofG ID card to all courses – those taught by UofG and UESTC staff.

Further Help with Your Studies

Please remember to fill in Student Evaluation Questionnaires for your courses. Please treat this as a serious exercise. The results are important, and are used to continually improve and update the courses.

The University of Glasgow has a Staff-Student Committee which meets at least once each semester. To discuss matters relating to courses and the welfare of the student body (not individual cases).

You are welcome to raise concerns with UofG lecturers and the UESTC UofG programme director during their visits to the Glasgow College UESTC.

Your Opinion Is Important:
Student Feedback on Courses
All courses are subject to continual review and assessment to ensure that the course objectives are being realised and that student needs are being met.

• From time to time during the year you will be asked to fill in Student Evaluation Questionnaires for your various courses. Please treat this as a serious exercise. The results are important, and are used to continually improve and update the courses.

• The Glasgow College UESTC has a Staff-Student Committee which meets at least once each semester. To discuss matters relating to courses and the welfare of the student body (not individual cases).

• You are welcome to raise concerns with UofG lecturers and the UESTC UofG programme director during their visits to the Glasgow College UESTC.

Equal Opportunities
The University of Glasgow has adopted a code of practice on Equal Opportunities for students and staff. The University aims to ensure equality of opportunity for all its students in teaching, learning and assessment, and in the provision of services. The University aims to create conditions whereby students are treated solely on the basis of their merits, abilities and potential, regardless of age, socio-economic background, religious belief, ethnic origin, gender, marital or family status, sexual orientation or disability.

Further Help with Your Studies

Information on student services provided locally by UESTC can be obtained from the Academic Affairs Centre (Support). You also have access to electronic resources of University of Glasgow student services, based at the campus in Glasgow such as:

• UofG Library: glasgow.ac.uk/services/library
• Student learning service: glasgow.ac.uk/services/sls
• English: glasgow.ac.uk/services/languagecentre
• Student life: glasgow.ac.uk/studentlife

The Students’ Representative Council in Glasgow runs an informative website, which goes far beyond academic issues, available at glasgowstudent纮net.Nic.

Disability
The University of Glasgow is committed to developing an environment in which students with special needs can pursue their intellectual and personal development with appropriate support. If you have special needs, please inform the Academic Affairs Centre (Support) so that appropriate support can be arranged.

Equal Opportunities
The University of Glasgow has adopted a code of practice on Equal Opportunities for students and staff. The University aims to ensure equality of opportunity for all its students in teaching, learning and assessment, and in the provision of services. The University aims to create conditions whereby students are treated solely on the basis of their merits, abilities and potential, regardless of age, socio-economic background, religious belief, ethnic origin, gender, marital or family status, sexual orientation or disability.

Further Help with Your Studies

Information on student services provided locally by UESTC can be obtained from the Academic Affairs Centre (Support). You also have access to electronic resources of University of Glasgow student services, based at the campus in Glasgow such as:

• UofG Library: glasgow.ac.uk/services/library
• Student learning service: glasgow.ac.uk/services/sls
• English: glasgow.ac.uk/services/languagecentre
• Student life: glasgow.ac.uk/studentlife

The Students’ Representative Council in Glasgow runs an informative website, which goes far beyond academic issues, available at glasgowstudent纮net.Nic.

Disability
The University of Glasgow is committed to developing an environment in which students with special needs can pursue their intellectual and personal development with appropriate support. If you have special needs, please inform the Academic Affairs Centre (Support) so that appropriate support can be arranged.

Equal Opportunities
The University of Glasgow has adopted a code of practice on Equal Opportunities for students and staff. The University aims to ensure equality of opportunity for all its students in teaching, learning and assessment, and in the provision of services. The University aims to create conditions whereby students are treated solely on the basis of their merits, abilities and potential, regardless of age, socio-economic background, religious belief, ethnic origin, gender, marital or family status, sexual orientation or disability.

Further Help with Your Studies

Information on student services provided locally by UESTC can be obtained from the Academic Affairs Centre (Support). You also have access to electronic resources of University of Glasgow student services, based at the campus in Glasgow such as:

• UofG Library: glasgow.ac.uk/services/library
• Student learning service: glasgow.ac.uk/services/sls
• English: glasgow.ac.uk/services/languagecentre
• Student life: glasgow.ac.uk/studentlife

The Students’ Representative Council in Glasgow runs an informative website, which goes far beyond academic issues, available at glasgowstudent纮net.Nic.

Disability
The University of Glasgow is committed to developing an environment in which students with special needs can pursue their intellectual and personal development with appropriate support. If you have special needs, please inform the Academic Affairs Centre (Support) so that appropriate support can be arranged.

Equal Opportunities
The University of Glasgow has adopted a code of practice on Equal Opportunities for students and staff. The University aims to ensure equality of opportunity for all its students in teaching, learning and assessment, and in the provision of services. The University aims to create conditions whereby students are treated solely on the basis of their merits, abilities and potential, regardless of age, socio-economic background, religious belief, ethnic origin, gender, marital or family status, sexual orientation or disability.

Further Help with Your Studies

Information on student services provided locally by UESTC can be obtained from the Academic Affairs Centre (Support). You also have access to electronic resources of University of Glasgow student services, based at the campus in Glasgow such as:

• UofG Library: glasgow.ac.uk/services/library
• Student learning service: glasgow.ac.uk/services/sls
• English: glasgow.ac.uk/services/languagecentre
• Student life: glasgow.ac.uk/studentlife

The Students’ Representative Council in Glasgow runs an informative website, which goes far beyond academic issues, available at glasgowstudent纮net.Nic.

Disability
The University of Glasgow is committed to developing an environment in which students with special needs can pursue their intellectual and personal development with appropriate support. If you have special needs, please inform the Academic Affairs Centre (Support) so that appropriate support can be arranged.

Equal Opportunities
The University of Glasgow has adopted a code of practice on Equal Opportunities for students and staff. The University aims to ensure equality of opportunity for all its students in teaching, learning and assessment, and in the provision of services. The University aims to create conditions whereby students are treated solely on the basis of their merits, abilities and potential, regardless of age, socio-economic background, religious belief, ethnic origin, gender, marital or family status, sexual orientation or disability.
Acknowledging the Work of Others

You are expected to read works such as textbooks or research papers written by other people as part of many courses at university, particularly for projects. You must make clear what material or ideas you have taken from other people’s works when you write your report. You will be given instruction in good practice for references before you write reports. It is essential to follow these instructions. If you do not, you may be guilty of a disciplinary offence called plagiarism, which will be explained next.

Plagiarism

In most courses you will be asked to submit work for assessment, sometimes individually and sometimes in prescribed groups. It is expected that this work has been undertaken by those who submitted it. This is no more than straightforward honesty, and you agree to abide by the University’s statement on plagiarism at the start of each year. The submission of any other person’s work is plagiarism, a form of cheating defined by the University below. The Glasgow College UESTC and both Universities take a serious view of such dishonest behaviour and will take action against any student found to have plagiarised.

There are good reasons for this. One is that the work is part of your programme of study and you learn nothing if you do not undertake the work yourself. Secondly, the Universities uphold the quality of their academic qualifications and cannot tolerate having them lowered through dishonesty.

There may be occasions, when you work in groups and are required to submit work individually, where the ‘ownership’ of material is questionable. Please discuss this with the staff concerned if you are unsure how to submit joint work. You learn a great deal by discussing problems with fellow students and we do not wish to discourage this valuable activity.

A range of penalties may be applied when plagiarism is detected depending on the severity of the plagiarism. You will almost certainly be awarded Grade H without opportunity to resubmit if you are found guilty of plagiarism in a major submission. This means that you will almost certainly be unable to continue your studies, or to graduate, and may be expelled from the university. A formal record will be kept in all cases.

The introduction to the UoG statement on plagiarism (part of the UoG Calendar) is as follows.

The University’s degrees and other academic awards are given in recognition of a student’s personal achievement. All work submitted by students for assessment is accepted on the understanding that it is the student’s own effort.

Plagiarism is defined as the submission or presentation of work, in any form, which is not one’s own, without acknowledgement of the sources. Plagiarism includes inappropriate collaboration with others. Special cases of plagiarism can arise from a student using his or her own previous work (termed auto-plagiarism or self-plagiarism). Auto-plagiarism includes using work that has already been submitted for assessment at this University or for any other academic award. The incorporation of material without formal and proper acknowledgement (even with no deliberate intent to cheat) can constitute plagiarism. Work may be considered to be plagiarised if it consists of:

• a direct quotation;
• a close paraphrase;
• an unacknowledged summary of a source;
• direct copying or transcription.

With regard to essays, reports and dissertations, the rule is: if information or ideas are obtained from any source, that source must be acknowledged according to the appropriate convention in that discipline, and any direct quotation must be placed in quotation marks and the source cited immediately. Any failure to acknowledge adequately or to cite properly other sources in submitted work is plagiarism.

A range of penalties may be applied when plagiarism is detected depending on the severity of the plagiarism. You will almost certainly be awarded Grade H without opportunity to resubmit if you are found guilty of plagiarism in a major submission. This means that you will almost certainly be unable to continue your studies, or to graduate, and may be expelled from the university. A formal record will be kept in all cases.

Alleged plagiarism, at whatever stage of a student’s studies, whether before or after graduation, will be investigated and dealt with appropriately by the University.

The University reserves the right to use plagiarism detection systems, which may be externally based, in the interests of improving academic standards when assessing student work.
SafeAssign, Turnitin or Urkund but it is still
• Some forms of material, such as graphics
plagiarised
• The software program does not include all
documents (students often worry about this)
not a problem if these match text in other
• Some phrases are commonly used and it is
plagiarism from the originality report alone.

There are several reasons for this.

blocks of text that match other documents in
an originality report. You have one opportunity

software program such as SafeAssign, Turnitin,

an academic plagiarism checker detection

blocks of text where they are automatically processed by

The Glasgow College UESTC uses software to
help students develop good academic writing

invigilator during the examinations and may
plagiarism to copy these without

plagiarism will be treated in the same way,

Conduct in Examinations

Examinations are the major assessment for

The Glasgow College UESTC has therefore drawn

and these rules. The full UoG regulations on exam

conduct are set out in the University Calendar

and the following key points have been sum-
m著ised by the Registry examinations team.

1. You are under examination conditions at

any prohibited materials on your person prior
to the examination, please remove them and
place them in a closed bag or container away
from your person once you enter the
examination room. Invigilators will make
random checks on materials being used in
the examination and will confiscate prohibited
materials. Candidates found in possession
of prohibited materials will be reported to the
authorities in both Universities.

9. No part of any question or answer sheet
shall be torn out or removed from the
examination room.

8. The use of unauthorised materials, such
as revision notes and books, is not permitted
during examinations – unless your School
have specifically stated that they are
permissible in the rubric (ways) for the particular
examination being undertaken. If you have
any prohibited materials on your person prior
to the examination, please remove them and
place them in a closed bag or container away
from your person once you enter the
examination room. Invigilators will make
random checks on materials being used in
the examination and will confiscate prohibited
materials. Candidates found in possession
of prohibited materials will be reported to the
authorities in both Universities.

11. In the event of a fire alarm, you must
have all examination materials and personal
belongings and proceed quickly but quietly to
the nearest designated Fire Exit. You will be
instructed at the start of the examination on
what to do in the event of a fire alarm. Please
make sure you listen to and follow the
instructions given to you by the invigilators.

12. Invigilators will report any breaches of
the rules or the Instructions to Candidates on
their Conduct in Written Examinations that
occur during examinations. If you are at all
unsure of the rules or Instructions or any part
of your commitment to them, please either
speak to your School before the examination
or speak to an invigilator in the examination
room.

The penalties for misconduct in examinations
are severe. The typical penalty for a first
offence is to be awarded an H grade for the
course without opportunity for reassessment,
which means that you cannot continue with
your studies or graduate with an honours
degree. In serious cases you may be expelled
from the University and your academic record
will be erased, as if you had never attended,
which means that you will get no benefit from
your studies at all. In order to avoid conse-
quences such as this, you must be particularly
aware of the items in your possession as you
enter the examination room. Please assure
you have no notes in pockets or other places
where they can easily be forgotten. Do not
bring pencil cases into examinations.

The Glasgow College UESTC provides
Chinese–English dictionaries for Year 1 exams. No
calculators are allowed to be used in
Calculus I, Calculus II, and Probability and
Statistics. For those course examinations
in which you are allowed to use calculators,
the calculators must not have graphics and
cannot store or display text. You must bring
your own calculator to the examinations as there
will not be any calculators available to borrow
from the Glasgow College UESTC during
the exams. Students will not be allowed to share
calculators in an examination. Please make
sure that you bring the appropriate calculator
with you. Use of a calculator that does not
meet these guidelines will be considered to be
student misconduct.

Turnitin, Urkund and SafeAssign

The Glasgow College UESTC uses software to
help students develop good academic writing
habits, including giving due acknowledgement
to the work of others. You are therefore
required to submit major pieces of written
work, such as project reports, to Moodle
where they are automatically processed by
an academic plagiarism check detection
software program such as SafeAssign, Turnitin
or Urkund. The program compares your
submission with a large database and marks

No calculators are allowed to be used in
Statistics. For those course examinations in
which you are allowed to use calculators
the calculators must not have graphics and
cannot store or display text. You must bring
your own calculator to the examinations as there
will not be any calculators available to borrow
from the Glasgow College UESTC during
the exams. Students will not be allowed to share
calculators in an examination. Please make
sure that you bring the appropriate calculator
with you. Use of a calculator that does not
meet these guidelines will be considered to be
student misconduct.

invigilators.

or container away from your person.

examination and place them in a closed bag
or container away from your person.

instructed at the start of the examination on
what to do in the event of a fire alarm. Please
make sure you listen to and follow the
instructions given to you by the invigilators.

12. Invigilators will report any breaches of
the rules or the Instructions to Candidates on
their Conduct in Written Examinations that
occur during examinations. If you are at all
unsure of the rules or Instructions or any part
of your commitment to them, please either
speak to your School before the examination
or speak to an invigilator in the examination
room.

The penalties for misconduct in examinations
are severe. The typical penalty for a first
offence is to be awarded an H grade for the
course without opportunity for reassessment,
which means that you cannot continue with
your studies or graduate with an honours
degree. In serious cases you may be expelled
from the University and your academic record
will be erased, as if you had never attended,
which means that you will get no benefit from
your studies at all. In order to avoid conse-
quences such as this, you must be particularly
aware of the items in your possession as you
enter the examination room. Please assure
you have no notes in pockets or other places
where they can easily be forgotten. Do not
bring pencil cases into examinations.

The Glasgow College UESTC provides
Chinese–English dictionaries for Year 1 exams. No
calculators are allowed to be used in
Calculus I, Calculus II, and Probability and
Statistics. For those course examinations in
which you are allowed to use calculators,
the calculators must not have graphics and
cannot store or display text. You must bring
your own calculator to the examinations as there
will not be any calculators available to borrow
from the Glasgow College UESTC during
the exams. Students will not be allowed to share
calculators in an examination. Please make
sure that you bring the appropriate calculator
with you. Use of a calculator that does not
meet these guidelines will be considered to be
student misconduct.

invigilators.

or container away from your person.

examination and place them in a closed bag
or container away from your person.

instructed at the start of the examination on
what to do in the event of a fire alarm. Please
make sure you listen to and follow the
instructions given to you by the invigilators.

12. Invigilators will report any breaches of
the rules or the Instructions to Candidates on
their Conduct in Written Examinations that
occur during examinations. If you are at all
unsure of the rules or Instructions or any part
of your commitment to them, please either
speak to your School before the examination
or speak to an invigilator in the examination
room.

The penalties for misconduct in examinations
are severe. The typical penalty for a first
offence is to be awarded an H grade for the
course without opportunity for reassessment,
which means that you cannot continue with
your studies or graduate with an honours
degree. In serious cases you may be expelled
from the University and your academic record
will be erased, as if you had never attended,
which means that you will get no benefit from
your studies at all. In order to avoid conse-
quences such as this, you must be particularly
aware of the items in your possession as you
enter the examination room. Please assure
you have no notes in pockets or other places
where they can easily be forgotten. Do not
bring pencil cases into examinations.

The Glasgow College UESTC provides
Chinese–English dictionaries for Year 1 exams. No
calculators are allowed to be used in
Calculus I, Calculus II, and Probability and
Statistics. For those course examinations in
which you are allowed to use calculators,
the calculators must not have graphics and
cannot store or display text. You must bring
your own calculator to the examinations as there
will not be any calculators available to borrow
from the Glasgow College UESTC during
the exams. Students will not be allowed to share
calculators in an examination. Please make
sure that you bring the appropriate calculator
with you. Use of a calculator that does not
meet these guidelines will be considered to be
student misconduct.

invigilators.

or container away from your person.

examination and place them in a closed bag
or container away from your person.

instructed at the start of the examination on
what to do in the event of a fire alarm. Please
make sure you listen to and follow the
instructions given to you by the invigilators.

12. Invigilators will report any breaches of
the rules or the Instructions to Candidates on
their Conduct in Written Examinations that
occur during examinations. If you are at all
unsure of the rules or Instructions or any part
of your commitment to them, please either
speak to your School before the examination
or speak to an invigilator in the examination
room.

The penalties for misconduct in examinations
are severe. The typical penalty for a first
offence is to be awarded an H grade for the
course without opportunity for reassessment,
which means that you cannot continue with
your studies or graduate with an honours
degree. In serious cases you may be expelled
from the University and your academic record
will be erased, as if you had never attended,
which means that you will get no benefit from
your studies at all. In order to avoid conse-
quences such as this, you must be particularly
aware of the items in your possession as you
enter the examination room. Please assure
you have no notes in pockets or other places
where they can easily be forgotten. Do not
bring pencil cases into examinations.

The Glasgow College UESTC provides
Chinese–English dictionaries for Year 1 exams. No
calculators are allowed to be used in
Calculus I, Calculus II, and Probability and
Statistics. For those course examinations in
which you are allowed to use calculators,
the calculators must not have graphics and
cannot store or display text. You must bring
your own calculator to the examinations as there
will not be any calculators available to borrow
from the Glasgow College UESTC during
the exams. Students will not be allowed to share
calculators in an examination. Please make
sure that you bring the appropriate calculator
with you. Use of a calculator that does not
meet these guidelines will be considered to be
student misconduct.
Safety Instructions
• Students must abide by the School's Safety Policy, Regulations and Procedures which are available from the Glasgow College UESTC and the laboratory safety rules.
• In the laboratories/workshops, students must comply with safety, environmental and housekeeping rules and regulations.
• Food and drink must not be brought into the laboratories.
• Clothing and footwear worn in laboratories must be appropriate: for example, covered footwear, no trailing scarves etc.

Smoking
Smoking is not permitted in the building of the Glasgow College UESTC.

 HEALTH AND SAFETY POLICY

CONTACT NUMBERS

Glasgow College UESTC
UESTC Qingshuihe Campus, 2006 Xiyuan Avenue West Hi-Tech Zone, Chengdu, Sichuan P.R. China 611731
611731中国四川成都市 高新区西康大道2006号 电子科技大学清水河校区 主楼A1区4楼

Main Contact Numbers

<table>
<thead>
<tr>
<th>Student Affairs Centre (Academic)</th>
<th>6183 1797</th>
<th><a href="mailto:panyuling101128@uestc.edu.cn">panyuling101128@uestc.edu.cn</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Affairs Centre (Support)</td>
<td>6183 1731</td>
<td><a href="mailto:changc@uestc.edu.cn">changc@uestc.edu.cn</a></td>
</tr>
<tr>
<td>Student Affairs Centre (Support)</td>
<td>6183 1770</td>
<td><a href="mailto:sxt@uestc.edu.cn">sxt@uestc.edu.cn</a></td>
</tr>
<tr>
<td>Student Affairs Centre (Support)</td>
<td>6183 1770</td>
<td><a href="mailto:mamingda@uestc.edu.cn">mamingda@uestc.edu.cn</a></td>
</tr>
<tr>
<td>Glasgow College UESTC Office</td>
<td>6183 0101</td>
<td><a href="mailto:wangyingshu@uestc.edu.cn">wangyingshu@uestc.edu.cn</a></td>
</tr>
<tr>
<td>格拉斯哥学院办公室</td>
<td>6183 1501</td>
<td><a href="mailto:glasgow@uestc.edu.cn">glasgow@uestc.edu.cn</a></td>
</tr>
<tr>
<td>UoG Administration Office</td>
<td>6183 1501</td>
<td><a href="mailto:Ruoli.Zhong@glasgow.ac.uk">Ruoli.Zhong@glasgow.ac.uk</a></td>
</tr>
<tr>
<td>格拉斯哥大学行政办公室</td>
<td>6183 1501</td>
<td><a href="mailto:Li.Jing@glasgow.ac.uk">Li.Jing@glasgow.ac.uk</a></td>
</tr>
<tr>
<td>Chengdu International Dialling Code +86-28</td>
<td>6183 0101</td>
<td><a href="mailto:glasgow@uestc.edu.cn">glasgow@uestc.edu.cn</a></td>
</tr>
<tr>
<td>Chengdu International Dialling Code +86-28</td>
<td>6183 1501</td>
<td><a href="mailto:Ruoli.Zhong@glasgow.ac.uk">Ruoli.Zhong@glasgow.ac.uk</a></td>
</tr>
</tbody>
</table>

Emergency Contact Numbers

| Fire Emergency (火警) | 119 |
| Police Emergency (报警) | 110 |
| Campus Security (校警) | 6183 0110 |
| Ambulance Emergency (急救) | 120 |
| Campus Hospital Emergency (校医急救) | 6183 0120 |

Main Contact Numbers

<table>
<thead>
<tr>
<th>Student Affairs Centre (Academic)</th>
<th>6183 1797</th>
<th><a href="mailto:panyuling101128@uestc.edu.cn">panyuling101128@uestc.edu.cn</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Affairs Centre (Support)</td>
<td>6183 1731</td>
<td><a href="mailto:changc@uestc.edu.cn">changc@uestc.edu.cn</a></td>
</tr>
<tr>
<td>Student Affairs Centre (Support)</td>
<td>6183 1770</td>
<td><a href="mailto:sxt@uestc.edu.cn">sxt@uestc.edu.cn</a></td>
</tr>
<tr>
<td>Student Affairs Centre (Support)</td>
<td>6183 1770</td>
<td><a href="mailto:mamingda@uestc.edu.cn">mamingda@uestc.edu.cn</a></td>
</tr>
<tr>
<td>Glasgow College UESTC Office</td>
<td>6183 0101</td>
<td><a href="mailto:wangyingshu@uestc.edu.cn">wangyingshu@uestc.edu.cn</a></td>
</tr>
<tr>
<td>格拉斯哥学院办公室</td>
<td>6183 1501</td>
<td><a href="mailto:glasgow@uestc.edu.cn">glasgow@uestc.edu.cn</a></td>
</tr>
<tr>
<td>UoG Administration Office</td>
<td>6183 1501</td>
<td><a href="mailto:Ruoli.Zhong@glasgow.ac.uk">Ruoli.Zhong@glasgow.ac.uk</a></td>
</tr>
<tr>
<td>格拉斯哥大学行政办公室</td>
<td>6183 1501</td>
<td><a href="mailto:Li.Jing@glasgow.ac.uk">Li.Jing@glasgow.ac.uk</a></td>
</tr>
<tr>
<td>Chengdu International Dialling Code +86-28</td>
<td>6183 0101</td>
<td><a href="mailto:glasgow@uestc.edu.cn">glasgow@uestc.edu.cn</a></td>
</tr>
<tr>
<td>Chengdu International Dialling Code +86-28</td>
<td>6183 1501</td>
<td><a href="mailto:Ruoli.Zhong@glasgow.ac.uk">Ruoli.Zhong@glasgow.ac.uk</a></td>
</tr>
</tbody>
</table>

Emergency Contact Numbers

| Fire Emergency (火警) | 119 |
| Police Emergency (报警) | 110 |
| Campus Security (校警) | 6183 0110 |
| Ambulance Emergency (急救) | 120 |
| Campus Hospital Emergency (校医急救) | 6183 0120 |