

General Academic Regulations



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European Academy of Advanced Studies (EAAS)

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1. Purpose, Status and Legal Framework

These General Academic Regulations (“the Regulations”) set out the institutional rules of the European Academy of Advanced Studies (EAAS) governing the student academic lifecycle admission, registration, recognition of prior learning, assessment, progression, and the conferment of awards across all accredited programmes, beginning with the Bachelor of Arts in Tourism and Hospitality Management (MQF Level 6, 180 ECTS), delivered fully online.

The Regulations are the umbrella academic-regulation document for EAAS. Detailed operational rules are contained in the linked policies (the Assessment, Marking and Grading Policy; the Academic Integrity, AI, Online Assessment and VLE Use Policy; the Student Code of Conduct Policy; and the Data Protection Policy), which are to be read together with these Regulations. Where a linked policy provides more detail, that policy governs the detail; where there is a conflict, these Regulations prevail.

The Regulations are made under, and interpreted consistently with, the Further and Higher Education Authority Act (Chapter 607) and S.L. 607.03, the Malta Qualifications Framework (MQF), the National Quality Assurance Framework (NQAF), the Standards and Guidelines for Quality Assurance in the EHEA (ESG 2015), and the MFHEA Guidelines for Quality Assurance for Online Learning Providers in Malta.

2. Definitions

Term	Meaning
Applicant	A person seeking admission to an EAAS programme.
Student / Learner	A person registered on an EAAS programme.
ECTS credit	A unit of learner workload; one ECTS credit equals 25 hours of total learning, including a minimum of 5 contact hours.
Study-unit / Module	A discrete, credit-bearing component of a programme.
RPL	Recognition of Prior Learning- the recognition of previous certified or experiential learning for admission or credit.
FWAM	Final Weighted Average Mark used to determine the award classification.
Board of Examiners	The body that confirms marks, progression, and award recommendations.

3. Admission and Entry Requirements

3.1 General principles

- Admission is open, fair, transparent, and merit-based, without discrimination, in line with the EAAS Gender Equality and Diversity Policy.
- Applicants must satisfy the general institutional requirements and the specific entry requirements of the programme.

3.2 Programme entry requirements (Bachelor of Arts in Tourism and Hospitality Management, MQF 6)

- A Matriculation Certificate (MQF Level 4) or equivalent; or a relevant diploma in tourism, hospitality management, or business management at MQF Level 5 or equivalent.

- Applicants entering with a Matriculation Certificate (MQF Level 4) are additionally required to evidence relevant work experience in the tourism and hospitality industry or a related field (full-time or part-time employment, internships, or voluntary positions).
- Applicants who do not meet the specified academic entry requirements may be considered through Recognition of Prior Learning (RPL) under Section 4.

3.3 English-language requirements

- As programmes are delivered and assessed in English, applicants whose prior education was not in English must demonstrate English-language proficiency at a minimum of IELTS: at least 5.5, TOEFL: 46 (internet based) or 450 (paper based) as the least score, Pearson PTE Academic: 51 as the least score, and Oxford Test of English: 120 as the least score.

3.4 Admission decisions

- Admission decisions are made by the Admissions Office/Dean–Admissions against published criteria, and applicants are informed of the outcome and of their right to seek a review.

4. Recognition of Prior Learning and Credit Transfer

- RPL may be used (a) to satisfy admission requirements, and (b) to award credit towards a programme, where prior certified or experiential learning is demonstrably equivalent in level, volume, and learning outcomes.
- RPL claims are assessed transparently and consistently against the relevant MQF level descriptors and study-unit learning outcomes and are benchmarked periodically under the EAAS Benchmarking Report Policy.
- Credit may also be transferred from another recognised institution where equivalence of level, volume, and outcomes is established.
- Recognised or transferred credit is normally recorded as “RPL” and carries credit but no grade point; it is therefore excluded from the GPA and classification unless a verifiable equivalent mark is available and its inclusion is approved.
- The maximum proportion of an award that may be met through RPL or credit transfer is limited by the programme regulations to protect the integrity of the EAAS award (typically up to 50%).

5. Registration and Enrolment

- Admitted applicants must complete registration, accept the applicable regulations and policies, and settle fees (or an approved payment arrangement) by the published deadline before accessing the learning environment.
- Registration is renewed for each academic year or stage; continued access to the VLE depends on valid registration.
- Each student is issued unique institutional credentials and is responsible for their security, in line with the Student Code of Conduct and the AI, Online Assessment and VLE Use Policy.
- Students are enrolled in study units in accordance with the approved programme structure and any prerequisites.

6. Credit, Workload and Programme Structure

- One ECTS credit represents 25 hours of total learner workload, including a minimum of 5 contact hours; a full-time year carries a maximum of 60 ECTS.
- For each ECTS, at least 5 hours are contact hours, of which a minimum of 4 are delivered synchronously and up to 1 may be delivered asynchronously; contact represents at least 20% of total learning hours, in line with MFHEA requirements.
- The Bachelor of Arts in Tourism and Hospitality Management comprises 180 ECTS (4,500 learning hours) at MQF Level 6, delivered over three years full-time or four years part-time, fully online through Moodle and Big Blue Button.
- Credit is awarded on a whole study-unit basis upon achievement of the intended learning outcomes; partial credit for a failed study-unit is not granted.

7. Attendance and Participation

- As a fully online institution, EAAS measures attendance and participation through engagement in synchronous sessions and completion of asynchronous learning activities recorded in the VLE.
- Students are expected to attend scheduled synchronous sessions and to complete required asynchronous activities; VLE logs, activity-completion data, and session records evidence attendance for quality-assurance and regulatory purposes.
- Sustained non-participation triggers the student-support and academic-monitoring processes and may affect progression where a study-unit requires demonstrated participation. Detailed rules are set out in the Attendance and Participation Policy.

8. Assessment, Marking and Grading

Assessment is governed in detail by the Assessment, Marking and Grading Policy. In summary:

- Each study unit is assessed through formative (40%) and summative (60%) assessment; the minimum passing grade is E (50%).
- Marks are converted to letter grades and grade points on the institutional grading scale (A 90–100 / 4.00; B 80–89 / 3.56; C 70–79 / 3.11; D 60–69 / 2.67; E 50–59 / 2.00; FX 40–49 and F 0–39, fail).
- Assessment is criterion-referenced against published rubrics, internally moderated, and subject to external examination; online assessment integrity, identity verification, and proctoring follow the AI, Online Assessment and VLE Use Policy.

9. Progression and Academic Standing

- A student progresses once all study units of the current stage are passed, or where the Board of Examiners permits a limited number of failed credits to be carried and reassessed.
- A minimum cumulative GPA of 2.50 is required for good academic standing and progression between stages.
- A student who exhausts the permitted reassessment attempts may be required to repeat the study unit or be considered for an exit award.

10. Reassessment, Re-sits and Capping

- A maximum of three attempts is permitted per failed assessment (original, re-sit, and a third and final attempt); the re-sit pass mark is 50%.
- Marks for study-units passed at re-sit or third attempt are capped at the minimum pass mark (50%) for GPA and classification purposes, except where reassessment was granted on upheld mitigating circumstances.
- Grade FX (40–49%) is re-sit eligible; Grade F (0–39%) normally requires repeating the study-unit.

11. Mitigating Circumstances

- Serious, unforeseen, and unpreventable circumstances affecting assessment may be claimed, with evidence, within the published timeframe; claims are determined by the Didactic Board with the responsible lecturer.
- Upheld claims normally result in a deferred, uncapped assessment opportunity; a mark already awarded is not altered. Detailed rules are in the Assessment, Marking and Grading Policy.

12. Academic Integrity and Misconduct

- Students must uphold academic integrity; plagiarism, collusion, impersonation, contract cheating, and prohibited or undeclared AI use are misconduct.
- Suspected misconduct is handled under the Student Code of Conduct Policy, supported by the evidence rules of the AI, Online Assessment and VLE Use Policy. Originality screening (Turnitin) and human academic review apply.

13. Deferral, Suspension, Withdrawal and Interruption of Studies

- **Deferral / interruption:** a student may apply to interrupt studies for good cause; the period of interruption does not count towards maximum registration, and studies resume at an agreed point.
- **Withdrawal:** a student who withdraws is recorded as “Withdrawn” with no academic penalty; any exit award for credit already achieved is considered under Section 14.
- **Suspension:** EAAS may suspend registration for non-payment, disciplinary reasons, or sustained non-participation, following due process and the right of appeal.
- **Maximum period of registration.** A student must normally complete the BA (Hons) in Tourism and Hospitality Management within [six/seven] years from first registration, excluding any period of approved suspension. The Didactic Board may grant an extension for approved mitigating circumstances.

14. Award, Classification, Certification and Diploma Supplement

- An award is conferred once all programme requirements (credits and outcomes) are met and confirmed by the Board of Examiners and the Award Classification Board.
- The Bachelor is classified from the Final Weighted Average Mark: First Class (80–100), Second Class Upper / 2:1 (70–79), Second Class Lower / 2:2 (60–69), and Third Class (50–59); below 50 is a failure, subject to any exit award.

- Where the full award is not completed but the credits and outcomes for a lower qualification are met, the Board of Examiners may recommend an appropriate exit award consistent with the relevant MQF level.
- On completion, EAAS issues the qualification certificate together with a Europass Diploma Supplement, provided automatically and free of charge in English, stating the awarding institution and its accreditation status with the MFHEA, the programme title, mode of study, the MQF/EQF level, total ECTS, the programme learning outcomes, and once confirmed the classification of the award.
- 15. Academic Appeals and Grievances
- Students have the right to appeal assessment, progression, and classification decisions, and to raise grievances, on defined grounds (for example procedural irregularity or mitigating circumstances not previously known).
- Appeals and grievances follow the routes in the Student Code of Conduct Policy (Student Grievance Redressal Committee and Institutional Appeals Committee); appeals are heard impartially by people not involved in the original decision, with written outcomes and reasons.

16. Records, Data Protection and Retention

- Academic records, transcripts, and assessment evidence are maintained securely; academic records are retained for 40 years in accordance with MFHEA guidelines, and non-academic records for a shorter defined period.
- Personal data is processed lawfully and securely under the GDPR, the Data Protection Act (Chapter 586), and the EAAS Data Protection Policy; students may access their own records.

17. Review and Version Control

- These Regulations are owned by the Senate / Academic Council, maintained by the Quality Assurance and Compliance Unit, and reviewed at least annually or upon regulatory change.
- Amendments are approved by the Senate / Academic Council and communicated to students and staff.