



## COURSEWORK DEADLINES

### A GUIDE FOR STUDENTS AND PARENTS

BHASVIC is committed to supporting students to achieve their educational goals. In order to do this, all members of the College community need clear guidance on the setting and meeting of deadlines for coursework.

Coursework is defined as any piece of student work which contributes to the final grade of a qualification studied at the College.

All students must meet the coursework deadlines set and published by the College. BHASVIC reserves the right to alter these deadlines during the course of the year. This should happen only on rare occasions and, if it does, students will be notified of the new deadline by the Head of Department.

Students who have to prepare coursework should do so by the required date. Failure to meet published deadlines, internally or externally set, may have serious consequences for students remaining on their course or gaining any form of qualification. Students' coursework will usually not be marked or processed by the College if it is submitted late, unless there are exceptional circumstances. Unmarked coursework will usually mean failure of that component of the course but, where possible, an earlier seen and assessed draft of coursework will be treated as final submission. Official evidence of exceptional circumstances will need to be provided (for example, a medical certificate from a doctor for illness), otherwise the college would be in breach of JCQ statutory guidelines on the conduct of assessment.

**BTEC Coursework regulations have been recently revised in line with curriculum reform and this is a nationally agreed system:** Students will be given one submission opportunity for each assessment. In the event the student does not achieve the set criteria it will be the decision of the Lead Internal Verifier (LIV) to authorise a resubmission. Resubmission is only allowed if a student has met initial deadlines and the teacher feels they could improve their work without further guidance. This must be agreed with the LIV. In this case, students are given 10 working days to improve and resubmit the work. If, after resubmission, the student still hasn't achieved the pass criteria, a new task or assignment may be given to the student. These tasks must be Internally Verified and agreed with the LIV for the subject area. Please note students can only achieve a pass for a retake. Please see guide to internal assessment or ask the department for a hard copy of this document.

SUBJECT	LEVEL	COURSEWORK	DEADLINE
BUSINESS BTEC CERTIFICATE	L3 Y1	FIRST SUBMISSION OF UNIT 1 ASSIGNMENT 1	18 OCT 19
BUSINESS BTEC CERTIFICATE	L3 Y1	FIRST SUBMISSION OF UNIT 1 ASSIGNMENT 2	06 DEC19
BUSINESS BTEC CERTIFICATE	L3 Y1	FIRST SUBMISSION OF UNIT 1 ASSIGNMENT 3	13 DEC 19
BUSINESS BTEC EXT. CERTIFICATE	L3 Y2	SUBMISSION OF LAST UNIT 8 ASSIGNMENT	03 APR 20
BUSINESS BTEC EXT. CERTIFICATE	L3 Y2	COMPLETION OF PORTFOLIO	08 MAY 20
COMPUTER SCIENCE	A2	FINAL	20 MAR 20
CREATIVE DIGITAL MEDIA PRODUCTION (DOUBLE)	L3 Y1	UNIT 18: STORYBOARDING PORTFOLIO	W/C 16 DEC 19
CREATIVE DIGITAL MEDIA PRODUCTION (DOUBLE)	L3 Y1	UNIT 21: FILM EDITING PORTFOLIO	W/C 18 MAY 20
CREATIVE DIGITAL MEDIA PRODUCTION (DOUBLE)	L3 Y1	UNIT 19: SCRIPTWRITING PORTFOLIO	W/C 4 MAY 20
CREATIVE DIGITAL MEDIA PRODUCTION (DOUBLE)	L3 Y1	UNIT 10: FILM PRODUCTION	W/C 16 DEC 19
CREATIVE DIGITAL MEDIA PRODUCTION (DOUBLE)	L3 Y2	UNIT 23: STOP MOTION ANIMATION	W/C 18 NOV 19
CREATIVE DIGITAL MEDIA PRODUCTION (DOUBLE)	L3 Y2	UNIT 7: MEDIA ENTERPRISE	W/C 18 MAY 20
CREATIVE DIGITAL MEDIA PRODUCTION (DOUBLE)	L3 Y2	UNIT 20: SINGLE CAMERA TECHNIQUES	W/C 18 MAY 20
CREATIVE DIGITAL MEDIA PRODUCTION (DOUBLE)	L3 Y2	UNIT 24: SOUND EDITING	W/C 24 FEB 20
CREATIVE MEDIA PRODUCTION (SINGLE)	L3 Y1	UNIT 27 PMD1&2- FACTUAL PROGRAMMING COMPLETED	01 NOV 19
CREATIVE MEDIA PRODUCTION (SINGLE)	L3 Y1	UNIT 27 PMD3&4- FACTUAL PROGRAMMING	19 DEC 19
CREATIVE MEDIA PRODUCTION (SINGLE)	L3 Y1	UNIT 1 – PRE-PRODUCTION TECHNIQUES	16 MAR 20
CREATIVE MEDIA PRODUCTION (SINGLE)	L3 Y1	UNIT 2 – COMMUNICATION SKILLS	01 NOV 19
CREATIVE MEDIA PRODUCTION (SINGLE)	L3 Y1	UNIT 16 – FILM EDITING TECHNIQUES	03 APR 20
CREATIVE MEDIA PRODUCTION (SINGLE)	L3 Y2	UNIT 29 – MUSIC VIDEO PRODUCTION	24 JAN 20
CREATIVE MEDIA PRODUCTION (SINGLE)	L3 Y2	UNIT 3 – RESEARCH TECHNIQUES	08 NOV 19
CREATIVE MEDIA PRODUCTION (SINGLE)	L3 Y2	UNIT 22 – SINGLE CAMERA PRODUCTION	01 MAY 20
DRAMA & THEATRE STUDIES	Y2	PERFORMANCE EVALUATION	TBC JAN 20 (5 DAYS AFTER PRACTICAL PERFORMANCE)
DRAMA & THEATRE STUDIES	Y1	COMPONENT 1: CREATIVE LOG	27 SEP 19
ENGLISH	GCSE	NOV RESIT ONLY: CERTIFICATE FOR SPEAKING AND LISTENING TO EXAMS OFFICE	25 SEP 19
ENGLISH LANG & LIT	A1	OPINION ARTICLE BEST DRAFT	01 MAY 20
ENGLISH LANG & LIT	A2	SHORT STORY BEST DRAFT	20 SEP 19

ENGLISH LANG & LIT	A2	ARTICLE, SHORT STORY & COMPARATIVE	09 NOV 19
		COMMENTARY – FULL FOLDER FINAL	
ENGLISH LANGUAGE	A1	INTERVIEW FINAL	02 MAR 20
ENGLISH LANGUAGE	A1	COMMENTARY BEST DRAFT	26 JUN 20
ENGLISH LANGUAGE	A2	INVESTIGATION AND FULL FOLDER FINAL	20 NOV 19
ENGLISH LITERATURE	A2	COMPARATIVE PROSE ESSAY BEST DRAFT	23 SEP 19
ENGLISH LITERATURE	A2	COMPARATIVE PROSE ESSAY FINAL	22 NOV 19
EXTENDED PROJECTS	Y1 STARTERS	FINAL PROJECT	09 DEC 19
EXTENDED PROJECTS	Y2 STARTERS	FINAL PROJECT	27 MAR 20
FILM STUDIES	A2	SCREENPLAY/SHORT FILM DEADLINE	13 DEC 19
FILM STUDIES	A2	EVALUATION	17 FEB 20
FINE ART	AL Y2	PERSONAL INVESTIGATION	w/c 3 FEB 20
FINE ART	AL Y1	PORTFOLIO PROJECT	w/c 13 JAN 20
GEOGRAPHY	AL Y2		29 NOV 19
GRAPHIC DESIGN	AS	PRACTICAL COMPONENT	w/c 27 JAN 19
HEALTH & SOC. CARE	L3 Y1	UNIT 5 ASSIGNMENT	16 DEC 19
HEALTH & SOC. CARE	L3 Y2	UNIT 10 ASSIGNMENT	30 MAR 20
HISTORY (EARLY MODERN)	AL Y2		16 DEC 19
HISTORY (MODERN)	AL Y2		16 DEC 19
LAW	L3 Y1	UNIT 1 TASK 1	04 OCT 19
LAW	L3 Y1	UNIT 1 TASK 2	24 OCT 19
LAW	L3 Y1	UNIT 1 TASK 3	15 NOV 19
LAW	L3 Y1	UNIT 1 TASK 4	06 DEC 19
LAW	L3 Y1	UNIT 2 TASK 1	10 JAN 20
LAW	L3 Y1	UNIT 2 TASK 2	24 JAN 20
LAW	L3 Y1	UNIT 2 TASK 3	13 FEB 20
LAW	L3 Y1	UNIT 2 TASK 4	28 FEB 20
LAW	L3 Y1	UNIT 3 TASK 1	20 MAR 20
LAW	L3 Y1	UNIT 3 TASK 2	03 APR 20
LAW	L3 Y1	UNIT 3 TASK 3	01 MAY 20
LAW	L3 Y1	UNIT 3 TASK 4	05 JUN 20
LAW	L3 Y2	UNIT 4 TASK 1	06 SEP 19
LAW	L3 Y2	UNIT 4 TASK 2	27 SEP 19
LAW	L3 Y2	UNIT 4 TASK 3	18 OCT 19
LAW	L3 Y2	UNIT 4 TASK 4	04 NOV 19
LAW	L3 Y2	UNIT 5 TASK 1	29 NOV 19
LAW	L3 Y2	UNIT 5 TASK 2	19 DEC 19
LAW	L3 Y2	UNIT 5 TASK 3	17 JAN 20
LAW	L3 Y2	UNIT 5 TASK 4	31 JAN 20
LAW	L3 Y2	UNIT 8 TASK 1	14 FEB 20
LAW	L3 Y2	UNIT 8 TASK 2	06 MAR 20
LAW	L3 Y2	UNIT 8 TASK 3	26 MAR 20
LAW	L3 Y2	UNIT 8 TASK 4	24 APR 20

MEDIA STUDIES	Y2	COMPONENT 3: COMPLETE COURSEWORK PORTFOLIO	W/C 16 DEC 19
MUSIC	Y2	COMPONENT 1: PERFORMANCE	27 MAR 20
MUSIC	Y2	COMPONENT 2: COMPOSITION PORTFOLIO	08 MAY 20
MUSIC	L3 Y1	UNIT 23: PRACTICE DIARY	18 JUN 20
MUSIC	L3 Y1	UNIT 23: SOLO RECITAL	03 FEB 20
MUSIC	L3 Y1	UNIT 23: ENSEMBLE PERFORMANCE	18 JUNE 20
MUSIC	L3 Y1	UNIT 24: PROJECT PORTFOLIO	03 APR 20
MUSIC	L3 Y1	UNIT 24: 'MUSIC THROUGH TIME/THE VOICE' PERFORMANCE	17 & 19 MAR 20
MUSIC	L3 Y1	UNIT 24: PROJECT REVIEW	03 APR 20
MUSIC	L3 Y1	UNIT 30: MAGAZINE ARTICLE	13 NOV 19
MUSIC	L3 Y1	UNIT 30: PERFORMANCE OF 4 ORIGINAL SONGS	16 DEC 19
MUSIC	L3 Y1	UNIT 30: ENSEMBLE PERFORMANCE	16 DEC 19
MUSIC	L3 Y2	UNIT 39: MAGAZINE ARTICLE	10 OCT 19
MUSIC	L3 Y2	UNIT 39: ROLES AND CONTRACTS PRESENTATION	22 NOV 19
MUSIC	L3 Y2	UNIT 39: BUSINESS PLAN	07 JAN 20
MUSIC	L3 Y2	UNIT 39: ROYALTIES, LICENSING AND COPYRIGHTS ESSAY	03 FEB 20
MUSIC	L3 Y2	UNIT 33: PROGRAMME AND PROJECT NOTES	09 MAR 20
MUSIC	L3 Y2	UNIT 33: SOLO RECITAL	09 MAR 20
MUSIC	L3 Y2	UNIT 33: PERFORMANCE EVALUATION	20 MAR 20
MUSIC	L3 Y2	UNIT 40: ENSEMBLE PRESENTATION	27 MAR 20
MUSIC	L3 Y2	UNIT 40: CHOOSING ROLES AND REPERTOIRE	24 APR 20
MUSIC	L3 Y2	UNIT 40: REHEARSING THE BAND	17 JUN 20
MUSIC	L3 Y2	UNIT 40: ENSEMBLE PERFORMANCE	18 JUN 20
PERFORMING ARTS	L3 Y1	UNIT 2 – DEVELOPING SKILLS FOR PERFORMANCE – LEARNING AIM A	29 NOV 19
PERFORMING ARTS	L3 Y2	UNIT 2 – DEVELOPING SKILLS FOR PERFORMANCE LEARNING AIM B+C+D	20 MAR 20
PERFORMING ARTS	L3 Y1	UNIT 19 – ACTING STYLES	27 JAN 20
PHYSICAL EDUCATION	AL Y1 & Y2		23 MAR 20