

University of Greenwich

Assignment Guide: Referencing, Deadlines & Marking Explained

A practical guide to how assignments actually work at the University of Greenwich — referencing, submission, grading, and extenuating circumstances.

□ Reading time: 9–11 minutes

University of Greenwich Assignment Guide: Referencing, Deadlines & Marking Explained

A practical guide to how assignments actually work at the University of Greenwich — referencing, submission, extenuating circumstances, and grading.

□ **Featured Snippet Answer:** University of Greenwich students submit assignments through Turnitin within Moodle (accessed via MyGreenwich), referencing mainly in Harvard style (Harvard APA for some Psychology courses, British Standard numeric for others). Coursework submitted up to 14 calendar days late without approved extenuating circumstances is still marked

but capped at the minimum pass mark — 40% for undergraduate, 50% for postgraduate work.

AI Overview Summary: Greenwich's assignment system centres on Moodle and Turnitin for submission, a school-dependent choice of Harvard, Harvard APA, or British Standard referencing, and a distinctively generous but costly late-submission window: 14 calendar days, but capped at a bare pass rather than your actual grade.

Quick Answer

At the University of Greenwich, assignments are submitted via Turnitin within Moodle, referencing generally follows Harvard style (check your school for Harvard APA or British Standard variants), and coursework up to 14 calendar days late without approved extenuating circumstances is capped at the minimum pass mark rather than penalised gradually. Extenuating circumstances claims must be submitted before the deadline or within 7 calendar days after it.

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Why Greenwich-Specific Guidance Matters

Generic UK university advice misses the specifics that determine what actually happens to a Greenwich assignment — which referencing variant applies, how the 14-day late window really works, and exactly when an extenuating circumstances claim must be filed. This guide draws directly on the University of Greenwich's own published policies.

❑ **Expert Tip:** Greenwich's 14-day late-submission window is unusually generous compared to many UK universities, but it comes at a real cost — a capped grade — so it should never be treated as a routine plan.

Greenwich's Assignment Support System at a Glance

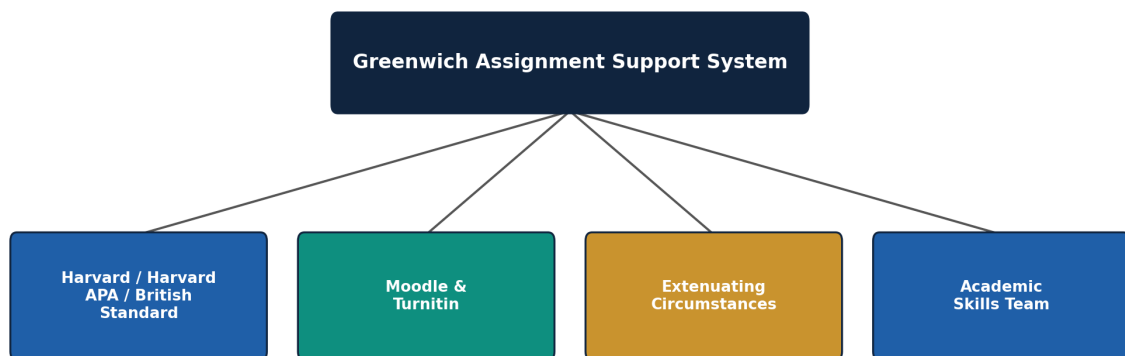


Figure 1: The core University of Greenwich systems that govern how assignments are referenced, submitted, supported, and resolved when problems arise.

System	What It Handles
Harvard / Harvard APA / British Standard	How sources are cited and listed
Moodle and Turnitin	Submission and similarity checking
Extenuating Circumstances	Deadline extensions, deferrals, impaired performance claims
Academic Skills Team	Free workshops, drop-ins, and one-to-one tutorials

Which Referencing Style Applies to You?

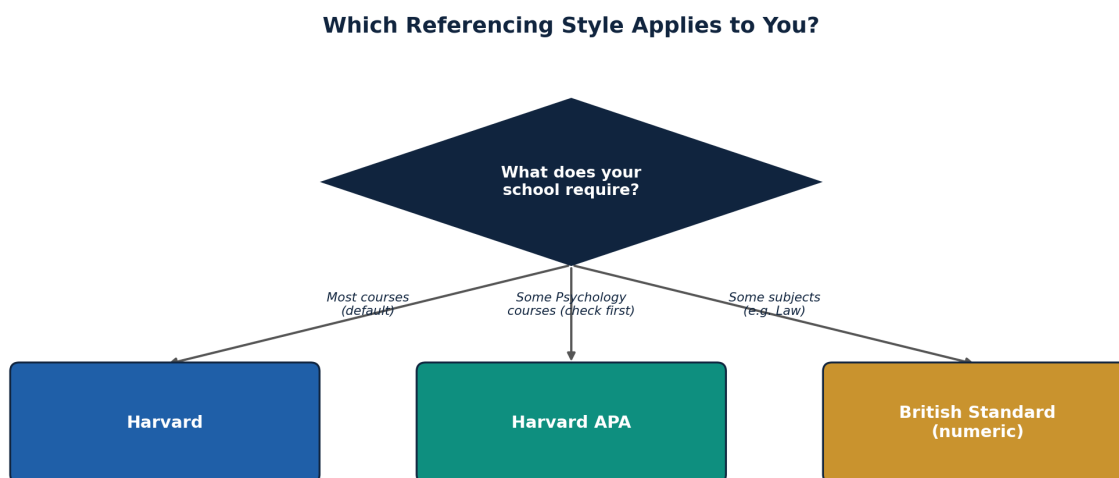


Figure 2: A decision guide for identifying which Greenwich referencing style applies to your course — always confirm the specific requirement with your school.

Your Situation	Referencing Style
Most courses	Harvard
Some Psychology courses (confirm first)	Harvard APA
Some subjects (e.g. Law)	British Standard numeric (footnoting)

⚠ **Common Mistake:** Assuming Harvard applies automatically without checking your school's specific requirement — Harvard APA is a distinct system from general Harvard, not a synonym for it.

The fix: Confirm your required style with your school before drafting your reference list, using the University's referencing LibGuides for the current, confirmed format.

Submitting Through Moodle and Turnitin

Moodle is Greenwich's VLE, accessed via MyGreenwich or the Portal's Learning Support tab, and your assignment submission link sits on your module's Moodle page, using Turnitin for similarity checking.

❑ **Expert Tip:** You can submit drafts to Turnitin without penalty before your final submission — use this to check your referencing and paraphrasing, not just at the final deadline.

Late Submission: The 14-Day Window and Grade Cap

Timing	What Happens
Up to 14 calendar days late, no approved EC	Marked, but capped at the minimum pass mark (40% UG / 50% PG)
More than 14 calendar days late	Not normally marked

⚠ **Common Mistake:** Treating the 14-day window as free extra time — even excellent work submitted within it is capped at a bare pass, a substantial cost compared to your actual quality.

Extenuating Circumstances at Greenwich

Requirement	Detail
Claim types	Deadline extension, deferral, or impaired performance claim
Definition	Exceptional, unforeseeable, short-term events outside your control
Submission window	Before the assessment, or within 7 calendar days after the deadline/exam

⚠ **Common Mistake:** Waiting well beyond a week after a missed deadline to raise extenuating circumstances — claims must be made within 7 calendar days after the assessment date.

Academic Misconduct at Greenwich

Academic offences are treated seriously, with penalties ranging from failing and repeating the assignment, through to dismissal from the course, and in the most serious cases, loss of previously gained academic credit.

📌 **Expert Tip:** Use Turnitin's draft-checking function and the Academic Skills Team's referencing workshops proactively — most plagiarism cases stem from poor citation habits rather than deliberate copying.

Module Credits and Degree Classification

Concept	Detail
Bachelor's degree	360 credits across Levels 4, 5, and 6
Standard full-time load	120 credits per level per year
First-class Honours	70% and above
Upper second (2:1)	60–69%
Degree outcome weighting	Level 5 average (20%) plus best 90 credits at Level 6 (80%), per the university's current algorithm

Academic Skills Support

The Academic and Digital Skills Team offers free workshops, weekly drop-in sessions, and one-to-one tutorials covering structure, critical engagement, grammar, and referencing, available across all campus libraries and online via the Academic Support Hub.

Want structured, one-to-one support alongside university services like this? Our UK academic tutors can provide additional feedback, proofreading, and referencing guidance tailored to your course.

A Greenwich Assignment Timeline

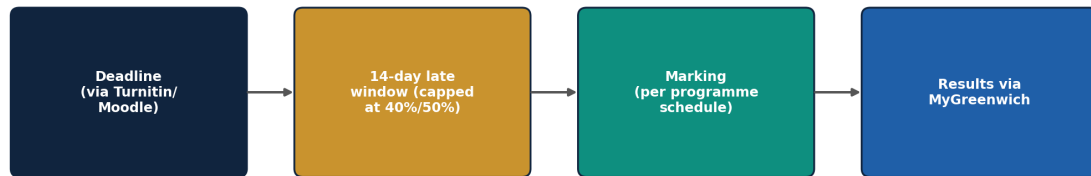


Figure 3: How a Greenwich assignment typically moves from deadline through to marked feedback and released results.

Stage	What Happens
Deadline	Assignment due via Turnitin on Moodle
14-day late window	Marked but capped at 40%/50% if no approved EC
Marking	Feedback returned per programme schedule
Results	Available via MyGreenwich once released

Common Greenwich-Specific Mistakes to Avoid

Mistake	The Fix
Assuming Harvard applies without checking	Confirm your school's specific referencing style
Treating the 14-day window as free time	Remember the grade cap applies regardless of quality
Raising EC too late	Submit within 7 calendar days after the deadline, at the latest

Mistake	The Fix
Ignoring Turnitin draft checks	Use them proactively before final submission

A Self-Audit Checklist

☐ Greenwich-Specific Self-Audit

- ☐ I have confirmed my school's referencing style (Harvard, Harvard APA, or British Standard)
- ☐ I have submitted (or plan to submit) through Turnitin on Moodle
- ☐ I understand the 14-day late window and its grade cap
- ☐ I know the 7-day window for raising Extenuating Circumstances
- ☐ I have used or booked an Academic Skills Team session this term

Frequently Asked Questions

1. What referencing style does Greenwich use? Mainly Harvard, though some Psychology courses use Harvard APA and some subjects use British Standard numeric — always confirm with your school.

2. How do I submit an assignment at Greenwich? Through Turnitin, accessed via your module's Moodle page.

3. What happens if I submit coursework up to 14 days late? It's still marked, but capped at the minimum pass mark — 40% for undergraduate, 50% for postgraduate work.

- 4. What happens after 14 days late?** The work is not normally marked.
- 5. When must I submit an Extenuating Circumstances claim?** Before the assessment, or within 7 calendar days after the deadline or exam date.
- 6. Can I submit draft work to Turnitin without penalty?** Yes — this is encouraged as a way to check your referencing and paraphrasing before final submission.
- 7. What counts as an extenuating circumstance at Greenwich?** An exceptional, unforeseeable, short-term event outside your control with a direct, substantial impact on an assessment.
- 8. What penalties apply for academic misconduct?** They range from failing and repeating the assignment to dismissal from the course, or loss of academic credit in serious cases.
- 9. How many credits make up a Greenwich Bachelor's degree?** 360 credits across Levels 4, 5, and 6, typically 120 per year full-time.
- 10. What mark do I need for First-class Honours?** 70% and above.
- 11. How is my final degree outcome weighted?** Level 5 average counts for 20%, and your best 90 credits at Level 6 count for 80%, under the university's current algorithm.
- 12. What is the Academic Skills Team?** A free Greenwich service offering workshops, drop-ins, and one-to-one tutorials on academic writing and referencing.
- 13. Is Harvard APA the same as general Harvard style?** No — it's a distinct system, so confirm which one your school actually requires.
- 14. Should I rely on the 14-day late window as a backup plan?** No — the grade cap makes it a costly safety net, not a routine option.
- 15. What's the best way to avoid Greenwich-specific procedural mistakes?** Check your module handbook and official Greenwich policy pages directly, rather than assuming generic UK university rules apply.
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Key Takeaways

- Referencing style depends on your school — Harvard, Harvard APA, and British Standard are all in use at Greenwich.
 - Assignments are submitted through Turnitin within Moodle, accessed via MyGreenwich.
 - Coursework up to 14 calendar days late is still marked but capped at the minimum pass mark.
 - Extenuating Circumstances claims must be made before the assessment or within 7 calendar days after it.
 - Academic misconduct penalties can range from a repeated assignment to dismissal or loss of credit.
 - The Academic Skills Team offers extensive free support worth using proactively.
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Conclusion

Understanding Greenwich's specific systems — the right referencing style for your school, Moodle/Turnitin submission, the 14-day late-submission cap, and the 7-day Extenuating Circumstances window — prevents avoidable procedural problems unrelated to the quality of your work. Confirm the specifics against your own module handbook, since some details vary by school.

Want feedback on a Greenwich assignment before you submit? Our UK academic tutors can review your structure, referencing, and final draft.

This guide is provided for educational purposes to help University of Greenwich students understand and navigate their university's assignment policies. AssignPro Solution offers tutoring, feedback, proofreading and referencing guidance only, and does not write or complete assignments on behalf of students. Policies referenced are drawn from the university's

published guidance and are subject to change — always confirm current requirements directly with the university.

Sources and Further Reading

Topic	University of Greenwich Resource
Extenuating circumstances	gre.ac.uk/student-services/extenuating-circumstances
Late submission	studentcentre.gre.ac.uk (Digital Student Centre, KA-09699)
Referencing guides	libguides.gre.ac.uk/referencing
Academic misconduct	gre.ac.uk/docs/rep/sas/academic-misconduct-policy-and-procedure-taught-awards
Academic Skills support	libguides.gre.ac.uk/academicskills
Moodle and Turnitin	gre.ac.uk/it-and-library/teach/moodle