

[REDACTED]

27 November 2014

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (Our ref: FOI_14-225)

We have now considered your request of 31 October 2014 for module statistics relating to LLM modules offered by UEA in 2011/12, 2012/13 and 2013/14.

On this occasion, we have determined that the cost of finding and assembling the requested information will exceed the 'appropriate limit' as defined by section 12 of the Act and the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004/3244.

The 'appropriate limit' of £450, which equates to 18 hours' work, relates to a request in its entirety. If the University cannot locate, retrieve and extract some or all of the requested information within the 18 hours, we are not obliged to retrieve any of the requested information.

The difficulty for us lies in the numerical distribution of the marks that you request. A manual review of each of the modules listed within our student information system for the banding requested will take up to 30 minutes per module per year. Even if we average the time spent to as little as 15 minutes per module, with 39 modules to consider, it will take almost 10 hours per year which will clearly put us over the appropriate limit.

We have also investigated whether data could be extracted from our student information systems, but in order to provide the data in the banding that you desire, additional programming would be required that would, in addition to the time already expended on this request, clearly take us above the appropriate limit.

I am sorry we are unable to provide an answer to your request on this occasion and apologise for providing this response relatively late in the process. Unfortunately, it was not until some considerable time and effort had been expended that we concluded that a retrieval of all the requested information would exceed the appropriate limit.

However, we would be happy to consider a new or revised enquiry as a new request under the terms of the Act based on a reduced or revised set of parameters; for example, we could provide the maximum, minimum and average marks and

student count for the 39 modules listed. It would also be possible to present the data for all 39 modules for all year in the form of a box plot format by quartile.¹

You have the right of appeal against this decision. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address.

You must appeal our decision within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

David Palmer
Information Policy and Compliance Manager
University of East Anglia

¹ http://en.wikipedia.org/wiki/Box_plot