

Common BIRMS End of Session errors

Where errors are generated a message will appear at the top of the screen to advise you. Click on the “Display errors” and then on “Expand all”. If you are unable to resolve the error, contact RSA by e-mail (pgreos@contacts.bham.ac.uk) and ensure that you include details of the error message in your e-mail.

You are advised to allocate time for the resolution of errors.

BIRMS Error	Advice for resolving the error
Marks & Modules	
The Amended End of Min Reg Date must not be entered for Art W	This error will appear if an ART 2 (programme transfer during the academic year) has been processed and requires the amended end of min and max dates to be removed.
One or more of the module registrations for the student/s has a mark, but no result	Click on the [M] button to view the PGR’s module registrations and marks to identify the missing module recommendation
Art %ART% cannot be applied to this student as they have an invalid status	PGR’s registration status (e.g. Never Arrived, Leaver) will prevent you applying an ART. If this status is incorrect, contact RSA Team
No unreleased marks exist in ME05 for this student in this assessment period	In order to release an ART W (Release Marks), the PGR must have at least one unreleased mark in the assessment period in which the ART is being released
Module %OTHER% is not active or has not been set up to run for the next academic year	This error will occur when you try and release a module recommendation of RS, RP, MI or MX for a module that isn’t active in the next academic year. Contact RSA team
Progress Decisions/ARTS	
Art %ART% requires that all module registrations must have a mark	Click on the [M] button to view the PGR’s module registrations and marks to identify the missing mark
Art %ART% requires that all module registrations that have a mark must have a module recommendation	Click on the [M] button to view the PGR’s module registrations and marks to identify the missing module recommendation
Student has a 'hold' and therefore marks and decisions cannot be released	You cannot release an ART for a PGR with a hold on their record. Contact RSA Team
The Amended End of Min Reg Date must be earlier or equal to the existing End of Max Reg Date	For ART L the revised end of the minimum period of registration cannot be later than the end of the maximum period of registration

Appendix C

BIRMS Error	Advice for resolving the error
Art %ART% requires that a Programme and Programme Year are selected	For ART E you must select a new programme and programme year from the drop down menu. If the programme and year you wish to select does not appear in the drop down menu, contact RSA Team
Art %ART% requires that a Programme is selected	For ART E you must select a new programme from the drop down menu. If the programme you wish to select does not appear in the drop down menu, contact RSA Team
An ART must be selected	You have tried to save/release a decision without selecting an ART. Select the correct ART and save/release the ART
ART '%ART%' requires that an Amended End of Min Reg Date is entered	ART L and E require an amended end of min registration date to be entered. If you need help in calculating the amended end of min registration date, contact RSA Team
ART '%ART%' requires that an Amended End of Max Reg Date is entered	ART E requires an amended end of max registration date to be entered. If you need help in calculating the amended end of min registration date, contact RSA Team
The Amended End of Min Reg Date must not be entered for Art %ART%	Only ART L and E require amended end of min registration dates. If you have selected an ART other than L or E, remove the amended end of min registration date and process the ART again
The Amended End of Max Reg Date must not be entered for Art %ART%	Only ART E requires amended end of max registration dates. If you have selected an ART other than E, remove the amended end of max registration date and process the ART again
ART X cannot be applied to this student as they have an invalid status.	ART X can only be applied to PGRs with a status of "T" Thesis awaited where the end of maximum period of registration is after 30 September 2023 and they have not submitted the thesis for examination or "LA" leave of absence where the leave of absence extends beyond 30 September 2023.
Art %ART% cannot be applied to this student as they have an invalid status	You cannot apply an ART to a PGR with a status of L or IS
Art %ART% requires that all module registrations must have a mark and a module recommendation	Press the M button to check that all module registrations have a mark and recommendation entered. Update any modules that have missing marks and recommendations.

BIRMS Error	Advice for resolving the error
The End of Min Reg Date must be later than the end of the current PGR Academic Year	To apply this ART the end of the minimum period of registration must be after 30 September 2023. If the end of the min registration is in early October 2023, please contact the RSA Team
The End of Min Reg Date must be earlier than or equal to the current PGR Academic Year and the End of Max Reg Date must be greater than the current PGR Academic Year	To apply the ART selected, the end of the minimum period of registration must be before 30 September 2023 and the end of the maximum period of registration must be later than 30 September 2023. Select a different ART or contact the RSA Team
The existing End of Min Reg Date must be earlier than or equal to the end of current PGR Academic Year	To apply the ART selected, the end of the minimum period of registration must be before 30 September 2023. Select a different ART or contact the RSA Team
The End of Max Reg Date where the student is in 'Thesis Awaited' or Leave of Absence date where the student is in 'Leave of Absence' must be later than the end of the current PGR Academic Year.	<p>To apply the ART selected for those in thesis awaited status, the end of the maximum period of registration must be later than 30 September 2023.</p> <p>To apply the ART selected for those in leave of absence status, the end of the leave of absence must be after 30 September 2023</p>
There is no programme year for this student to progress to or the student is in their final year	The PGR has reached the end final year of the programme as set up in Banner. Contact RSA Team