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Important information regarding the Programme Specification

About this document

Last revised 15 January 2024

The Programme Specification gives a broad outline of the structure and content of the programme, the entry level qualifications, as well as the learning outcomes students will achieve as they progress. Some of the information referred to in this programme

Programme title and qualifications

Undergraduate degrees of the University of London are awarded with Honours. The qualification certificate will indicate the level of the academic performance (Honours) achieved by classifying the qualification. The classification of the degree will be based on the ratified marks from the completed assessments.

First-Class; Upper Second-Class; Lower Second-Class; Third-Class.

A Pass Degree or Ordinary Degree is a degree without Honours.

Specific rules for the classification of qualifications are given in the <u>Programme Regulations</u>, under Scheme of Award.

Programme title

English

Qualifications

Bachelor of Arts Honours Degree in English

Diploma of Higher Education in English

Certificate of Higher Education in English

Exit qualifications

Diploma of Higher Education in English

Certificate of Higher Education in English

An exit qualification is an intermediate qualification, [as noted above] for which the student may not have registered at the outset but which may be awarded on completion of specific courses (or credit accumulated) in a longer programme of study, if the student leaves the programme.

Exit qualifications are awarded at the discretion of the Board of Examiners and once a student has accepted an exit qualification they will not be permitted to continue their study of the same award with the University of London.

Full details of exit qualifications requirements are included in the **Programme Regulations**.

Intermediate qualifications

Students may not normally receive an intermediate qualification and continue to a higher qualification, even if they are registered on the intermediate qualifications. The specific rules are given in the Programme Regulations under Progression within the programme.

Individual courses

There is also the provision for individual courses of the programme to be studied and assessed on a stand-alone basis. Students can select a maximum of three full courses from those offered at Level 4 without being registered for a qualification.

Qualification titles may be abbreviated as follows:

Bachelor of Arts BA

Diploma of Higher Education DipHE

Certificate of Higher Education CertHE

Level of the programmes

The Framework for Higher Education Qualifications in England, Wales and Northern Ireland (FHEQ) forms part of the UK Quality Code for Higher Education of the Quality Assurance Agency for Higher Education (QAA).

The qualifications are placed at the following Levels of the Framework for Higher Education Qualifications (FHEQ):

Bachelor of Arts (BA) Level 6

Diploma of Higher Education (DipHE) Level 5

Certificate of Higher Education (

Programme structures

The **BA English** consists of twelve full courses as follows:

Four Level 4 courses plus

Four Level 5 courses plus

Four Level 6 courses

The **DipHE English** consists of eight full courses as follows:

Four Level 4 courses plus

Four Level 5 courses

The **CertHE English** consists of:

Four Level 4 courses

A student may progress from the CertHE English to the DipHE English or the BA English or from the DipHE English to the BA English by applying to transfer their registration.

Full details of the Scheme of Award are included in the Programme Regulations.

Maximum and minimum periods of registration

registration, are:

	Minimum	Maximum**
BA English	Three years	Six years
DipHE English	Two years	Four years
CertHE English	One year	Two years
Individual course	One year	Two years

These periods may vary if recognition of prior learning is permitted.

Study materials are made available after registration and on payment of the applicable fee.

Credit value of courses

^{**}Some maximum periods of registration have been reduced for students first registering in 2023-24 and later. If you began your studies before 2023-24 you will retain the period of registration granted when you first registered.

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Entrance requirements

Applicants must submit an application in line with the procedures and deadlines set out on the <u>website</u>.

Entrance requirements for all programmes are set out in detail on the website under the <u>Requirements</u> section.

We consider qualifications from around the world. Details are available <u>here</u> and in the <u>Qualifications for Entrance</u> schedule.

General entrance requirements for Undergraduate Degrees and Diplomas of Higher Education

Age:

Applicants must normally be at least 17 years of age on or before 30 November in the year

Additional information on English language proficiency tests is given on the

Students with specific access requirements

The University of London welcomes applications from disabled students and/or those who have access requirements. The University will make every effort to provide reasonable adjustments to enable those with a disability, learning difficulty or access requirements to have the same opportunity as all other students to successfully complete their studies.

The University is committed to managing the application procedure and the programme itself to ensure that services are accessible for all students and that an inclusive environment is created. Students with a disability, or others who may need access arrangements to assist in taking assessments, should complete the relevant section of the application form, or contact the Inclusive Practice Manager. A separate room or other arrangements may be considered.

Requests are considered by a University panel, whose purpose is to ensure that students with disabilities and/or specific access requirements are neither advantaged nor disadvantaged by such arrangements when compared with other s whose purpose

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Learning, teaching and assessment strategies

Study materials

Students will be provided with subject guides for each course studied. They introduce the topic within the syllabus and should be used alongside the recommended reading, which should either be bought or borrowed from a library, or accessed through the University of London Online Library. The subject guides show the student how to approach a topic using primary and secondary resources in an organised and productive manner.

are available to help students understand what is expected of them.

Supplementary materials will be provided for Level 4 courses to provide an extra level of study support and guidance.

In addition students receive a <u>Student Guide</u> and <u>Programme Handbook</u> which give both study advice and practical information such as: study techniques, planning studies, preparing for examinations, bookshops, libraries, contacts at the University and a list of institutions which offer face-to-face tuition.

Virtual Learning Environment (VLE)

All students will access

guides, supplementary materials, past examination papers, reading lists, and additional material, as well as interact with tutors and other students in discussion groups (both open and course-specific) and confidentially submit formative assessments.

Level 4 students are assigned a tutor and a tutor group for each Level 4 course that they do; Level 5 students studying *Creative and Life Writing* and Level 6 students studying

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A University of London email account and web area for personal information management.

For an extra fee students may:

Quality evaluation and enhancement

The University of London delivers the majority of its online and distance learning programmes through a collaboration between the University of London Worldwide and University of London federation members. However some of the flexible and distance learning programmes draw solely on academic input from the University of London, and are delivered without academic lead by a federation member . The policies, partnerships (where applicable) and quality assurance mechanisms applicable for the programmes are defined in the following key documents: T