

1. MODULES AND CREDIT

1.1 Modules

1. All taught programmes leading to named awards involve a set of modules which, in the context of the award, have a specific status. Each module is defined by way of a standardised module descriptor conforming to the module template set out in the Quality Assurance Framework.
2. University programmes consist primarily of credit rated modules. Each credit represents a notional 10 hours of study. Modules may be completed within one term or semester, or span across two consecutive terms or semesters, but must normally be completed within an academic session.
3. **Compulsory** modules are those which must be taken for a student to be eligible for the named award for which he or she is registered. **Optional** modules are those modules from amongst which a student chooses, in order to accumulate the requisite number of credits to ensure eligibility for the award for which he or she is registered.
4. **Immersive** modules are normally delivered at the onset of a student's programme in order to integrate them successfully into university life and enhance retention.

1.2 Individual Programmes of Study

1. A programme of study is the set of modules that comprises a student's individual academic experience leading to a particular named award within a specific award framework.
2. The programme specification details the modules available on any programme of study.

3. Each student must be registered for one programme of study (named award) only, however they may apply to transfer from one programme to another subject to availability and their meeting the required criteria (see [Section 2 of this Framework](#)).

1.3 Departments and Programmes

Modules are provided by Schools, groups of staff with cognate academic interests, led by a Director of School, but they may contribute to a number of different Programmes. A Programme comprises defined modules provided by one or more Schools. Each Programme, or agreed group of Programmes, has a designated Programme Leader or Programme Area Leader with whom students may discuss any issues related to their Programme as a whole. Decisions about students' performance in a module, including confirmation of marks, are made at the Module Assessment Board owning the module (as indicated by the module code) regardless of the programmes it contributes to.

1.4 Stages and Levels

1. Each stage of an undergraduate degree programme consists of 120 credits of modules taken at an appropriate level. Programmes of 240 credits therefore consist of two stages (Stages 1 & 2); and programmes of 360 credits, such as the BA/BSc Honours degrees (except for top-up degrees), consist of three stages (Stages 1, 2 & 3. For most full-time students, there is a clear relation between years of study and stages and an even distribution of modules across the year of study. However, for part-time students a stage may require two or more years of study of modules.
2. A level is an indicator of the relative demand, complexity and depth of learning associated with a module or with a stage of a programme (see the QAA's Framework for Higher Education Qualifications available at www.qaa.ac.uk). The University offers the following levels of study: Level 4, Level 5, Level 6

and Level 7. Levels 4 to 6 are associated with undergraduate provision, and Level 7 is associated with postgraduate provision. An integrated Masters programme may include modules at both Level 6 and Level 7 in stage 3 of the programme.

3. At Level 4 (Stage 1) 120 credits of modules are taken by students. Level 4 modules receive a mark and credits, but only contribute to the final degree classification for Foundation Degrees. At Level 5 (Stage 2), students take 120 credits of modules. Level 5 modules receive a mark and credits and contribute to the final Foundation Degree or Honours Degree classification (except for top-up degrees). At Level 6 (Stage 3), 120 credits of modules are taken for Honours Degrees. For Integrated Masters programmes Level 6 and Level 7 credits may be taken at Stage 3, as detailed in the Programme Specification.
4. Integrated Masters programmes consist of four stages (at Levels 4, 5, 6 and 7) with a total credit value of 480 credits and a minimum of 120 credits at Level 7 at Stage 4. Students must obtain 120 credits at Level 6 (Stage 3) before progressing to Level 7 (Stage 4).
5. Top-up (or direct entry) degrees consist of 120 credits at Level 6 (Stage 3) and are explicitly validated as such, with direct entry to Level 6 (Stage 3) in all instances.
6. Foundation Degree programmes consist of two stages (at Levels 4 and 5) each of 120 credits.
7. Specific programmes can also include modules delivered at Level 3 (Stage 0), but only where this is explicitly set out in the relevant Programme Specification. This will not affect the application of the standard regulations for undergraduate provision to these programmes in their entirety.
8. Unless the Programme Specification states otherwise, every MA/MSc postgraduate taught programme is divided into two stages separated by a point of progression, normally after the taught elements have been completed. The taught stage comprises modules to the value of 120 credits at Level 7; the dissertation stage comprises a single dissertation rated at 60 Level 7 credits or

exceptionally two projects rated at 30 credits each at Level 7. The Masters award comprises 180 credits of modules at Level 7 and includes the dissertation.

9. The MRes award also comprises 180 credits of modules at Level 7 and includes the dissertation.
10. The requirements for the attainment of awards, including exit awards, are set out in Section 8 of this Framework.

1.5 Mode of study – full time and part-time

1. All full-time undergraduate students (on Honours and Foundation Degrees) must take a minimum of 120 credits in each year, usually comprised of six 20-credit modules (or the equivalent) in each year, normally three in each semester or two in each term. Students on accelerated degrees may take up to 200 credits per year across two stages. Exceptionally, where a Progression and Award Board has permitted a student to progress “trailing” a module, a student may take up to 80 credits in one semester or 60 credits in one term.
2. Part-time undergraduate students are subject to the same conditions of entry as full-time students, and the same awards are open to them except the BEd Honours, accelerated degrees, PGCE and BSc Honours Speech and Language Therapy awards. They will normally complete a programme of study leading to a degree with Honours in 5-6 years or a Foundation Degree in 3 to 4 years, but they could take longer provided they continue to engage with their studies – see Section 8 of this Framework. Part-time students may not take more than 80 credits per year or 40 credits per semester. Regulations governing progression and retrieval of initial failure apply equally to full-time and part-time students.
3. In cases where the University reviews and revalidates a programme and/or modifies the regulatory framework and/or changes the menu of modules available, part-time students who extend, or return to their studies following

interruption, may be required to change their registration in line with the new arrangements.

4. Students may apply to transfer from one mode to another on completion of assessment at the end of any semester. The appropriate form is available on the Student Portal. Students should be aware of the financial implications of a change to mode of attendance and should seek advice from their Personal Development Tutor, Student Support and Registry Services prior to requesting a change.

1.6 BA and BSc Honours

1. For BA or BSc Honours awards, details of the modules to be studied are contained within the relevant Programme Specification and programme handbook.
2. At Stage 1 students take 120 credits at Level 4 of which a minimum of 80 credits should be in the Single Honours programme. These modules normally include those compulsory modules which are prerequisites for the taking of the programme at Levels 5 and 6.
3. In order to take modules at Level 5, full-time students must normally have accumulated 120 credits by successfully completing six Level 4 modules including those that are the prerequisites for Level 5 and Level 6 modules in the programme concerned. Students take a minimum of 80 credits in the Honours programme at level 5. In order to take modules at Level 6, full-time students (except for top-up degree students) must normally have accumulated 240 credits by successfully completing six Level 4 and six Level 5 modules including those that are the prerequisites for Level 6 modules in the programme concerned. Students take all of their 120 credits in the Single Honours programme at level 6. Detailed regulations for progression are to be found in Section 5 of this Framework.

4. Only Level 5 and Level 6 modules are considered in the classification of non-top-up Honours awards. In the case of top-up Honours awards, only Level 6 modules are considered.
5. Dissertations consist of two single modules at Level 6 or a 40 credit Honours project. The two single modules may be taken concurrently or consecutively. If taken concurrently, the same mark is awarded to each of the single modules. If taken consecutively, the dissertation has two parts. Part One is initially assessed as continue/fail. On completion of Part Two, the same mark is awarded to each of the single modules.
6. With the approval of the Programme Leader or Programme Area Leader concerned, and provided the programme has validated ISM modules at the appropriate levels, a single 20-credit module may be taken as an independent study module (ISM) at either Level 5 or Level 6.

1.7 Joint Honours programmes

1. The title of a Joint Honours award defines a coherent programme of study, with modules from two single subjects and an approximate balance between the two subjects.
2. Students registered on Joint Honours programmes shall attempt at least 160 credits in total in each of the two subjects. The dissertation or project may be in either or both subjects.
3. For a Joint Honours award the first named title in the award will be determined by the dissertation or project. Where the dissertation or project is in both subjects, the title 'A and B' will be in alphabetical order.

1.8 Additional regulations relating to BA Combined Honours programmes

Students enrolled on BA Combined Honours programmes can obtain further details of the applicable regulations by request to Registry Services.

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