

## Course Information Document: Undergraduate

### For students starting in Academic Year 2022/23

#### 1. Course Summary

<b>Names of programme and award title(s)</b>	BSc (Hons) Neuroscience BSc (Hons) Neuroscience with International Year (see Annex for details) BSc (Hons) Neuroscience with Work Placement Year (see Annex for details) BSc (Hons) Studies in Neuroscience BSc (Hons) Studies in Neuroscience with International Year BSc (Hons) Studies in Neuroscience with Work Placement Year
<b>Award type</b>	Single Honours
<b>Mode of study</b>	Full-time
<b>Framework of Higher Education Qualification (FHEQ) level of final award</b>	Level 6
<b>Normal length of the programme</b>	3 years; 4 years with either an Applied Life Sciences Placement or International Year between years 2 and 3
<b>Maximum period of registration</b>	The normal length as specified above plus 3 years
<b>Location of study</b>	Keele Campus
<b>Accreditation (if applicable)</b>	All routes, excluding the 'Studies in' routes, are accredited by the Royal Society of Biology. For further details see the section on Accreditation.
<b>Regulator</b>	Office for Students (OfS)
<b>Tuition Fees</b>	<p><b>UK students:</b></p> <p>Fee for 2022/23 is £9,250*</p> <p><b>International students:</b></p> <p>Fee for 2022/23 is £17,900**</p> <p>The fee for the international year abroad is calculated at 15% of the standard year fee</p> <p>The fee for the work placement year is calculated at 20% of the standard year fee</p>

**How this information might change:** Please read the important information at <http://www.keele.ac.uk/student-agreement/>. This explains how and why we may need to make changes to the information provided in this document and to help you understand how we will communicate with you if this happens.

\* These fees are regulated by Government. We reserve the right to increase fees in subsequent years of study in response to changes in government policy and/or changes to the law. If permitted by such change in policy or law, we may increase your fees by an inflationary amount or such other measure as required by government policy or the law. Please refer to the accompanying Student Terms & Conditions. Further information on fees can be found at <http://www.keele.ac.uk/studentfunding/tuitionfees/>

*\*\* We reserve the right to increase fees in subsequent years of study by an inflationary amount. Please refer to the accompanying Student Terms & Conditions for full details. Further information on fees can be found at <http://www.keele.ac.uk/studentfunding/tuitionfees/>*

## **2. Overview of the Programme**

Neuroscience is the study of the nervous system and how it enables us to sense and move through our environment. The Neuroscience programme at Keele is designed to equip you with the multidisciplinary skills and knowledge employed by Neuroscientists researching these phenomena. Our overarching aim is to provide you with a strong grounding in the key principles of neuroanatomy, neurophysiology, neuropharmacology, cognitive neuroscience and neuropathology.

In the first year, you will study a broad coverage of cell and molecular biology, biochemistry, genetics, human physiology and be introduced to the anatomy and physiology of the nervous system. In the second year, you will explore key concepts in neuroscience including how the brain develops, the mechanisms underlying learning and memory, how drugs affect the nervous system, the anatomy of the human nervous system, and how electrical activity in the brain works to control function. In the final year, you will explore how the brain governs behaviour, the mechanisms underlying neuropathology, how our sensory systems work, and understand how the brain can regenerate and repair itself.

During the programme you will receive research training in experimental design, practical techniques and data analysis. This will culminate in the opportunity to undertake a final year research project (laboratory or computer based) under expert guidance of our Neuroscience teaching staff. Between Years 2 and 3 of the course, you can also opt to spend (i) a year abroad studying or (ii) a placement year working in industry or a partner research institute.

## **3. Aims of the programme**

The broad aims of the programme are to:

- provide you with knowledge, understanding and skills relevant to neuroscience;
- produce skilled and motivated graduates who are suitably prepared for further study or for employment within or outside their field;
- cultivate interest in neuroscience, within a caring and intellectually stimulating environment;
- promote the development of a range of employability skills to enable you to undertake relevant postgraduate study.

## **4. What you will learn**

The intended learning outcomes of the programme (what students should know, understand and be able to do at the end of the programme), can be described under the following headings:

- Subject knowledge and understanding
- Subject specific skills
- Intellectual skills
- Key or transferable skills (including employability skills)

### **Subject knowledge and understanding**

Successful students will be able to demonstrate knowledge and understanding of:

- cellular and gross anatomical features of the, developing and adult, peripheral and central nervous system
- neuronal function, from a single cell to simple neuronal networks
- the ionic principles underlying neuronal activity
- the biochemical principles of cellular and systemic physiological systems
- pharmacological principles of neuronal function, and the interaction with pharmaceutical agents
- the basic experimental skills appropriate to the discipline of neuroscience
- the approaches to acquiring, interpreting, analysing data from a variety of sources, including the use of statistics
- neuronal mechanisms of cognitive function, and the relationship to the same phenomena at the behavioural level
- cellular mechanisms underlying pathology of the nervous system
- the contribution of research to the development of neuroscience knowledge
- the use of anatomical and pharmacological terminology in neuroscience
- the relevance of neuroscience to medical problems and improving the quality of life

## Subject specific skills

Successful students will be able to:

- use a range of techniques for the acquisition and analysis of information relevant to the subject
- use a range of laboratory techniques to ensure competence in experimental skills.
- record and analyse data in a manner that ensure validity, accuracy, calibration, precision, and reliability
- formulate a hypothesis to design, conduct, analyse, report and evaluate experiments.
- recognise philosophical and ethical issues relevant to the subject, and appreciate the need for ethical standards and professional codes of conduct.
- work safely and responsibly in the laboratory, with awareness of standard procedures

## Intellectual skills

Successful students will be able to:

- assess the merits of contrasting theories, paradigms, concepts or principles
- think independently, set tasks and solve problems by a variety of methods
- make reasoned decisions and develop reasoned arguments
- obtain and interpret several lines of subject-specific evidence to formulate and test hypotheses
- make critical interpretations, evaluations and judgements of data and text
- analyse, synthesise and summarise information critically, including published research or reports
- apply scientific understanding to familiar and unfamiliar problems, and emphasise the interdisciplinary nature of science and the validity of different points of view
- take responsibility for their own learning and reflect upon that learning

## Key or transferable skills (including employability skills)

Successful students will be able to:

- develop an adaptable, flexible, sustainable and effective approach to study and work, including time management, creativity and intellectual integrity
- acquire, analyse, synthesise, summarise and present information and ideas from a wide range of sources: textual, numerical, verbal, graphical
- prepare, process, interpret and present data using appropriate qualitative and quantitative techniques, statistical programmes, spreadsheets and programs for presenting data visually
- use the internet and other electronic sources critically as a means of communication and a source of information
- cite and reference work in an appropriate manner, avoiding issues with plagiarism
- communicate effectively to a variety of audiences by written, spoken and graphical means using appropriate techniques and scientific language
- develop skills necessary for self-managed and lifelong learning, including working independently, organisational, enterprise and knowledge transfer skills
- work with others to achieve an objective in a respectful manner that is accepting of the viewpoints and opinions of others and evaluates the roles and development of team members
- motivate themselves and sustain that motivation over an extended period of time
- identify and work towards targets for personal, academic and career development

We are committed to developing not only your intellectual, but also personal and professional skills. Alongside our innovative programme, Keele University offers a wide range of enriching activities that offer added value and aim to maximise your potential.

Further information can be found at: <http://www.keele.ac.uk/journey/>

## 5. How is the programme taught?

Diversity, flexibility and inclusivity is at the heart of our Education Strategy. Your Student Voice helps us to shape what we do and we include students and local employers in our decision-making process.

The delivery of our programme will include the following types of activities:

- **Laboratory practicals.** Take place in one of our labs. These give you first-hand experience in a range of scientific techniques and have been designed to ensure you develop both independent and team-based skills.
- **Online lectures.** Traditional 'lectures' are often delivered online using short videos, directed reading, key learning outcomes and Forms that you can use to ask questions anonymously. This approach will give you far more flexibility to study where, when and how you choose.

- **Live, campus-based seminars.** Delivered by experts in the field seminars are ordinarily recorded on the day so you can focus better on the discussion during the live event.
- **Live, campus-based tutorials and workshops.** Often designed to support online lectures. Tutorials and workshops help promote social learning, develop a sense of community and give you an opportunity to deepen your understanding of core issues, ask questions and discuss content with other students and your tutors.
- **Live, online tutorials, workshops and drop-in sessions.** Often used to host plenary sessions. These plenary sessions are optional, added value and may cover topics common to all students such as: note taking and meet your alumni at Level 4; IT and data analysis at Level 5 and writing retreats and careers at Level 6.
- **Final year research project.** Undertaking an experimental project with the support of an experienced researcher allows students to formulate relevant research questions and devise, carry out and analyse experiments to answer them.

## 6. Teaching Staff

University life is not just about the content of your degree. It is also an opportunity to network, to speak to people working in fields that excite you. Here in Life Sciences, you will meet a diverse range of staff that you can see by using the following link: (<https://www.keele.ac.uk/lifesci/people/>).

We will also invite speakers from the School of Pharmacy, Medicine and local NHS Trusts.

Our staff include world-leading researchers, clinical practitioners and experts in learning and teaching. As part of their training, all staff complete post-graduate courses on learning and teaching. Some take this to Masters level and beyond, choosing to specialise in pedagogic research to ensure that our programmes are taught to the very highest standards.

The University will attempt to minimise changes to our core teaching teams, however, delivery of the programme depends on having a sufficient number of staff with the relevant expertise to ensure that the programme is taught to the appropriate academic standard.

Staff turnover, for example where key members of staff leave, fall ill or go on research leave, may result in changes to the programme's content. The University will endeavour to ensure that any impact on students is limited if such changes occur.

## 7. What is the structure of the Programme?

The academic year runs from September to June and is divided into two semesters. The number of weeks of teaching will vary from programme to programme, but you can generally expect to attend scheduled teaching sessions between the end of September and mid-December, and from mid-January to the end of April. Our degree courses are organised into modules. Each module is usually a self-contained unit of study and each is usually assessed separately with the award of credits on the basis of 1 credit = 10 hours of student effort. An outline of the structure of the programme is provided in the tables below.

Some modules are compulsory and you are required to study them to complete this course. Some are optional, giving you some choice over what you study.

A summary of the credit requirements per year is as follows, with a minimum of 90 subject credits (compulsory plus optional) required for each year.

For further information on the content of modules currently offered, including the list of elective modules, please visit: <https://www.keele.ac.uk/recordsandexams/modulecatalogue/>

Year	Compulsory	Optional		Electives	
		Min	Max	Min	Max
Level 4	120	0	0	0	0
Level 5	120	0	0	0	0
Level 6	60	45	60	0	15

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## Module Lists

### *Level 4*

<b>Compulsory modules</b>	<b>Module Code</b>	<b>Credits</b>	<b>Period</b>
Biochemistry	LSC-10064	30	Semester 1
Introduction to Neuroscience	LSC-10047	30	Semester 1-2
Physiology and Anatomy	LSC-10074	30	Semester 1-2
Core Practical Skills	LSC-10087	0	Semester 1-2
Molecular Cell Biology	LSC-10066	30	Semester 2

### **Level 4 Module Rules**

LSC-10087 is a core lab-based module. Students who fail this module will transfer to Studies in Neuroscience. This is not accredited by the RSB.

#### **Core Practical Skills (LSC-10087)**

LSC-10087 is a core, zero-credit module. All lab-work across this Level of study will be coordinated through this module and assessed within other credit-bearing modules across the year where appropriate. This module also provides helpful academic support and development material that provide added value to enhance your overall student experience.

Students who fail this module will transfer to Studies in Neuroscience. This route is not accredited by the RSB.

### **Level 5**

<b>Compulsory modules</b>	<b>Module Code</b>	<b>Credits</b>	<b>Period</b>
Neurone to Brain	LSC-20075	15	Semester 1
Neurodevelopment	LSC-20077	15	Semester 1
Neuroanatomy	LSC-20079	15	Semester 1
Neuroscience Research Methods	LSC-20078	30	Semester 1-2
Practical Skills in Bioscience	LSC-20107	0	Semester 1-2
Neuropharmacology	LSC-20061	15	Semester 2
Learning & Memory	LSC-20076	15	Semester 2
Cell Signalling	LSC-20085	15	Semester 2

### **Level 5 Module Rules**

LSC-20107 is a core lab-based module. Students who fail this module will transfer to Studies in Neuroscience. This is not accredited by the RSB.

#### **Practical Skills in Bioscience (LSC-20107)**

LSC-10087 is a core, zero-credit module. All lab-work across this Level of study will be coordinated through this module and assessed within other credit-bearing modules across the year where appropriate. This module also provides helpful academic support and development material that provide added value to enhance your overall student experience.

Students who fail this module will transfer to Studies in Neuroscience. This route is not accredited by the RSB.

### **Level 6**

<b>Compulsory modules</b>	<b>Module Code</b>	<b>Credits</b>	<b>Period</b>
Behavioural Neuroscience	LSC-30052	15	Semester 1
Brain Disease	LSC-30063	15	Semester 1
Regeneration and Repair in the Nervous System	LSC-30039	15	Semester 2
Current Research Topics in Neuroscience	LSC-30042	15	Semester 2

<b>Optional modules</b>	<b>Module Code</b>	<b>Credits</b>	<b>Period</b>
Advances in Medicine	LSC-30028	15	Semester 1
Tropical Biology Field Course	LSC-30066	15	Semester 1
Applied Regenerative Medicine	LSC-30068	15	Semester 1
Double Applied Life Sciences Placement - ISP	LSC-30038	30	Semester 1-2
Life Sciences Double Experimental Project (with research skills assessment)	LSC-30045	30	Semester 1-2
Clinical Pathology	LSC-30009	15	Semester 2
Special Senses	LSC-30053	15	Semester 2

### **Level 6 Module Rules**

- Students must choose either Life Sciences Double Experimental Project (LSC-30045) or Double Applied Life Sciences Placement (LSC-30038)
- In addition, students choose 30 credits of option modules from the table above, or 15 credits of options from the table above and a free-standing elective.

The Tropical Biology Field Course occurs during the summer vacation prior to commencing level 6, module LSC-30066 then forms the write-up part of the field course in semester 1 of level 6 (3rd year).

## **8. Final and intermediate awards**

Credits required for each level of academic award are as follows:

<b>Honours Degree</b>	360 credits	<p>You will require at least 120 credits at levels 4, 5 and 6</p> <p>You must accumulate at least 270 credits in Biomedical Science or Applied Biomedical Science (out of 360 credits overall), with at least 90 credits in each of the three years of study*, to graduate with a named single honours degree in Neuroscience.</p> <p>*An exemption applies for students transferring from a Combined Honours programme - see point 3.4 here: <a href="https://www.keele.ac.uk/regulations/regulationc3/">https://www.keele.ac.uk/regulations/regulationc3/</a></p> <p>N.B. The award will be 'Studies in Neuroscience' if a pass standard is not achieved in the Level 4 <i>Core Practical Skills</i>, Level 5 <i>Practical Skills in Bioscience</i> or in the Level 6 Double Experimental Project module or Double Applied Life Sciences Placement module (see Section 13 - Regulations). A 'Studies in Neuroscience' degree is not accredited by the Royal Society of Biology.</p>
<b>Diploma in Higher Education</b>	240 credits	You will require at least 120 credits at level 4 or higher and at least 120 credits at level 5 or higher
<b>Certificate in Higher Education</b>	120 credits	You will require at least 120 credits at level 4 or higher

**International Year option:** in addition to the above students must pass a module covering the international year in order to graduate with a named degree including the 'international year' wording. Students who do not complete, or fail the international year, will be transferred to the three-year version of the programme.

**Work Placement Year option:** in addition to the above students must pass a non-credit bearing module covering the work placement year in order to graduate with a named degree including the 'with Work Placement Year' wording. Students who do not complete, or fail the work placement year, will be transferred to the three-year version of the programme.

## 9. How is the Programme Assessed?

Our assessment strategy is designed to be authentic and diverse so that you can develop key skills that meet academic, professional body and employer expectations. Module managers will provide appropriate guidance for each assessment and the marking criteria that will be used to assess your work.

Our assessment strategy will help you to develop and evidence your ability to:

- **Provide evidence-based solutions to current scientific problems.** Most often this is assessed through a range of essays, portfolios and literature reviews.
- **Critically reflect on current issues.** Reflective writing is an increasingly important skill in the workforce, particularly to healthcare professions. It can help you to identify personal strengths and weaknesses so that you can learn from your experience and maximise your potential.
- **Present scientific findings.** Often these are lab reports or experimental projects that test your ability to pose scientific hypotheses, design experiments, understand methodologies, present findings, analyse data and situate your work in the current literature.
- **Communicate effectively with a range of audiences.** These can include scientific posters, patient information leaflets, wikis, blogs or oral presentations.
- **Work professionally.** Your final year, independent research project will give you an opportunity to demonstrate a range of professional skills such as leadership, innovation, time keeping, communication and the ability to work safely and ethically.
- **Work effectively in a team.** Most often this is assessed through group presentations but can also include competencies such as working together in the lab.
- **Solve problems in a time-limited fashion.** Often in the work environment we are asked to solve problems in a relatively short amount of time. Our online tests and end-of-semester, online, open-book examinations will help you to evidence these skills.

We aim to provide constructive feedback within 3 weeks of submission for all assessed work. This is often phrased in terms of strengths, weaknesses and ways to improve to help you focus on key areas that can improve the quality of your work in the future.

## 10. Contact Time and Expected Workload

This contact time measure is intended to provide you with an indication of the type of activity you are likely to undertake during this programme. The data is compiled based on module choices and learning patterns of students on similar programmes in previous years. Every effort is made to ensure this data is a realistic representation of what you are likely to experience, but changes to programmes, teaching methods and assessment methods mean this data is representative and not specific.

Undergraduate courses at Keele contain an element of module choice; therefore, individual students will experience a different mix of contact time and assessment types dependent upon their own individual choice of modules. The figures below are an example of activities that a student may expect on your chosen course by year stage of study. Contact time includes scheduled activities such as: lecture, seminar, tutorial, project supervision, demonstration, practical classes and labs, supervised time in labs/workshop, fieldwork and external visits. The figures are based on 1,200 hours of student effort each year for full-time students.

### Activity

	<b>Scheduled learning and teaching activities</b>	<b>Guided independent Study</b>	<b>Placements</b>
<b>Year 1 (Level 4)</b>	22%	78%	0%
<b>Year 2 (Level 5)</b>	20%	80%	0%
<b>Year 3 (Level 6)</b>	13%	87%	0%

## 11. Accreditation

Students should note that to be awarded Royal Society of Biology accreditation they must achieve a minimum standard of 40% in the Life Sciences Double Experimental Project (with research skills assessment), or equivalent placement module. Students that condone this module may still be eligible for the award 'Studies in Neuroscience'.

## 12. University Regulations

The University Regulations form the framework for learning, teaching and assessment and other aspects of the student experience. Further information about the University Regulations can be found at: <http://www.keele.ac.uk/student-agreement/>

If this programme has any exemptions, variations or additions to the University Regulations these will be detailed in an Annex at the end of this document titled 'Programme-specific regulations'.

## 13. Other Learning Opportunities

### Placement Year

Students have the option of spending a year between Level 5 and Level 6 on a placement year. Students may choose to spend the placement in the research laboratory or a partner university, or in industry.

### Study Abroad (International Year)

A summary of the International Year, which is a potential option for students after completion of year 2 (Level 5), is provided in the Annex for the International Year.

### Summer secondments/placements

Keele staff and staff from external Universities may be able to offer placements within their laboratories to gain hands-on experience of research work. These are usually 2-8 weeks over the summer vacation period. Students may also apply for Summer Vacation bursaries when available, e.g. <https://www.physoc.org/supporting-you/grants/summer-studentships/>.

### Tropical Field Course

You could apply for our School tropical field that takes place in Malaysia. These are often more

conservational in nature, but again provide fantastic international experience.

### **Operation Wallacea**

This is a private company that supports a wide range of student projects with a particular focus on biodiversity and climate research. More information can be found at: <https://www.opwall.com>

## **14. Additional Costs**

There will be additional costs for inter-library loans and potential overdue library fines, printing and graduation. Foreign Placements and the tropical field course are likely to incur additional costs for flights, transport, inoculations and accommodation.

Other than for the purchase of some textbooks, the value and quantity of which varies considerably from student to student, we do not anticipate any further costs for this undergraduate programme.

## **15. Annex - International Year**

### **Neuroscience with International Year**

<p><b>International Year Programme</b></p> <p>Students registered for this Single Honours programme may either be admitted for or apply to transfer during their period of study at Level 5 to the International Year option. Students accepted onto this option will have an extra year of study (the International Year) at an international partner institution after they have completed Year 2 (Level 5) at Keele.</p> <p>Students who successfully complete both the second year (Level 5) and the International Year will be permitted to progress to Level 6. Students who fail to satisfy the examiners in respect of the International Year will normally revert to the standard programme and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.</p> <p>Study at Level 4, Level 5 and Level 6 will be as per the main body of this document. The additional detail contained in this annex will pertain solely to students registered for the International Year option.</p>
<p><b>International Year Programme Aims</b></p> <p>In addition to the programme aims specified in the main body of this document, the international year programme of study aims to provide students with:</p> <ol style="list-style-type: none"><li>1. Personal development as a student and a researcher with an appreciation of the international dimension of their subject</li><li>2. Experience of a different culture, academically, professionally and socially</li></ol>
<p><b>Entry Requirements for the International Year</b></p> <p>Students may apply to the 4-year programme during Level 5. Admission to the International Year is subject to successful application, interview and references from appropriate staff.</p> <p>The criteria to be applied are:</p> <ul style="list-style-type: none"><li>• Academic Performance (an average of 55% across all modules at Level 5 is required. Students with up to 15 credits of re-assessment who meet the 55% requirement may progress to the International Year. Where no Semester 1 marks have been awarded performance in 1st year marks and ongoing 2nd year assessments are taken into account)</li><li>• General Aptitude. This is evidenced by a suitable reference from an academic member of staff (ordinarily your personal tutor)</li></ul> <p>Students may not register for both an International Year and a Placement Year.</p>
<p><b>Student Support</b></p>

Students will be supported whilst on the International Year via the following methods:

- Phone or Skype conversations with Study Abroad tutor, in line with recommended Personal Tutoring meeting points.
- Support from the University's Global Education Team

### **Learning Outcomes**

In addition to the learning outcomes specified in the main text of the Programme Specification, students who complete a Keele undergraduate programme with International Year will be able to:

1. Describe, discuss and reflect upon the cultural and international differences and similarities of different learning environments
2. Discuss the benefits and challenges of global citizenship and internationalisation
3. Explain how their perspective on their academic discipline has been influenced by locating it within an international setting.
4. Use independent research skills to identify relevant information resources on a range of subjects related, or complementary, to Neuroscience.
5. Demonstrate the use of critical thinking skills, augmented by creativity and curiosity, in discussing the application of their International Year studies to Neuroscience.

These learning outcomes will all be assessed by the submission of a satisfactory individual learning agreement, the successful completion of assessments at the partner institution and the submission of the reflective portfolio element of the international year module.

### **Regulations**

Students registered for the International Year are subject to the programme-specific regulations (if any) and the University regulations. In addition, during the International Year, the following regulations will apply:

Students undertaking the International Year must complete 120 credits, which must comprise *at least 40%* in the student's discipline area.

This may impact on your choice of modules to study, for example you will have to choose certain modules to ensure you have the discipline specific credits required.

Students are barred from studying any module with significant overlap to the Level 6 modules they will study on their return. Significant overlap with Level 5 modules previously studied should also be avoided.

### **Additional costs for the International Year**

Tuition fees for students on the International Year will be charged at 15% of the annual tuition fees for that year of study, as set out in Section 1. The International Year can be included in your Student Finance allocation, to find out more about your personal eligibility see: [www.gov.uk](http://www.gov.uk)

Students will have to bear the costs of travelling to and from their destination university, accommodation, food and personal costs. Depending on the destination they are studying at additional costs may include visas, study permits, residence permits, and compulsory health checks. Students should expect the total costs of studying abroad be greater than if they study in the UK, information is made available from the Global Education Team throughout the process, as costs will vary depending on destination.

Students who meet external eligibility criteria may be eligible for grants as part of this programme. Students studying outside of this programme may be eligible income dependent bursaries at Keele.

Students travel on a comprehensive Keele University insurance plan, for which there are currently no additional charges. Some Governments and/or universities require additional compulsory health coverage plans; costs for this will be advised during the application process.

## **16. Annex - Work Placement Year**

### **Neuroscience with Work Placement Year**

## Work Placement Year summary

Students registered for this programme may either be admitted for or apply to transfer during their studies to the 'with Work Placement Year' option (NB: for Combined Honours students the rules relating to the work placement year in the subject where the placement is organised are to be followed). Students accepted onto this programme will have an extra year of study (the Work Placement Year) with a relevant placement provider after they have completed Year 2 (Level 5) at Keele.

Students who successfully complete both the second year (Level 5) and the Work Placement Year will be permitted to progress to Level 6. Students who fail to satisfactorily complete the Work Placement Year will normally revert to the 3-year programme and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.

Study at Level 4, Level 5 and Level 6 will be as per the main body of this document. The additional detail contained in this annex will pertain solely to students registered for the Work Placement Year option.

## Work Placement Year Programme Aims

In addition to the programme aims specified in the main body of this document, the Work Placement Year aims to provide students with:

1. Experience of working in a subject-related laboratory or work place within an industrial, academic or public institution either in the UK or abroad

## Entry Requirements for the Work Placement Year

Admission to the Work Placement Year is subject to successful application, interview and references from appropriate staff. Students have the opportunity to apply directly for the 4-year 'with work placement year' degree programme, or to transfer onto the 4-year programme at the end of Year-1 and in Year-2 at the end of Semester 1. Students who are initially registered for the 4-year degree programme may transfer onto the 3-year degree programme at any point in time, prior to undertaking the year-long work placement. Students who fail to pass the work placement year, and those who fail to meet the minimum requirements of the work placement year module (minimum 30 weeks full time (1,050 hours), or equivalent, work placement), will be automatically transferred onto the 3-year degree programme.

The criteria to be applied are:

- A good University attendance record and be in 'good academic standing'.
- Passed all Year-1 and Year-2 Semester 1 modules with an overall module average of > 60%
- General Aptitude (to be demonstrated by application(s) to relevant placement providers with prior agreement from the Programme Lead, interview during the 2nd semester of year 2 (Level 5), and by recommendation of the student's personal tutor, 1st and 2nd year tutors and Programme Lead)
- Students undertaking work placements will be expected to complete a Health and Safety checklist prior to commencing their work experience and will be required to satisfy the Health and Safety regulations of the company or organisation at which they are based.
- (*International students only*) Due to visa requirements, it is not possible for international students who require a Tier 4 Visa to apply for direct entry onto the 4-year with Work Placement Year degree programme. Students wishing to transfer onto this programme should discuss this with student support, the academic tutor for the work placement year, and the Programme Lead. Students should be aware that there are visa implications for this transfer, and it is the student's responsibility to complete any and all necessary processes to be eligible for this programme. There may be additional costs, including applying for a new Visa from outside of the UK for international students associated with a transfer to the work placement programme.

Students may not register for both an International Year and a Work Placement Year.

## Student Support

Students will be supported whilst on the Work Placement Year via the following methods:

- Regular contact between the student and a named member of staff who will be assigned to the student as their University supervisor. The University supervisor will be in regular contact with the student throughout the year, and be on hand to provide advice (pastoral or academic) and liaise with the Placement supervisor on the student's behalf if required.
- One formal contact with the student during the placement year: the University supervisor will visit the student in their placement organization at around the 5 weeks after placement has commenced. This may be followed up with a second visit, or telephone call, if the need arises.
- Regular (at least weekly) supervision sessions will take place with the placement supervisor (or his/her nominee) throughout the duration of the placement.

### **Learning Outcomes**

In addition to the learning outcomes specified in the main text of the Programme Specification, students who complete the 'with Work Placement Year' option will be able to:

1. Demonstrate an ability to successfully work within their placement institution and to learn practical skills and develop their science base within the scope of their work project.

These learning outcomes will be assessed through the Work Placement Year module (LSC-30019 (15 credits) or LSC-30038 (30 credits)) which involves:

- Successful completion of the module.

### **Regulations**

Students registered for the 'with Work Placement Year' option are subject to programme-specific regulations (if any) and the University regulations. In addition, during the Work Placement Year, the following regulations will apply:

- Students undertaking the Work Placement Year must successfully complete either the Applied Life Sciences Placement (LSC-30019) module or Double Applied Life Sciences Placement (LSC-30038) module (combined honours and single honours courses respectively).
- In order to ensure a high quality placement experience, each placement agency will sign up to a placement contract (analogous to a service level agreement).
- Once a student has been accepted by a placement organisation, the student will make a pre-placement visit and a member of staff identified within the placement contract will be assigned as the placement supervisor. The placement supervisor will be responsible for ensuring that the placement experience meets the agreed contract agreed with the University.
- The placement student will also sign up an agreement outlining his/her responsibilities in relation to the requirements of each organisation.

Students will be expected to behave professionally in terms of:

(i) conforming to the work practices of the organisation; and

(ii) remembering that they are representatives of the University and their actions will reflect on the School and have an impact on that organisation's willingness (or otherwise) to remain engaged with the placement.

### **Additional costs for the Work Placement Year**

Tuition fees for students on the Work Placement Year will be charged at 20% of the annual tuition fees for that year of study, as set out in Section 1. The Work Placement Year can be included in your Student Finance allocation; to find out more about your personal eligibility see: [www.gov.uk](http://www.gov.uk)

Students will have to bear the costs of travelling to and from their placement provider, accommodation, food and personal costs. Depending on the placement provider additional costs may include parking permits, travel and transport, suitable clothing, DBS checks, and compulsory health checks.

A small stipend may be available to students from the placement provider during the placement but this will need to be explored on a placement-by-placement basis as some organisations, such as charities, may not have any extra money available. Students should budget with the assumption that their placement will be unpaid.

Eligibility for student finance will depend on the type of placement and whether it is paid or not. If it is paid, this is likely to affect student finance eligibility, however if it is voluntary and therefore unpaid, should not affect student finance eligibility. Students are required to confirm eligibility with their student finance provider.

International students who require a Tier 4 visa should check with the Immigration Compliance team prior to commencing any type of paid placement to ensure that they are not contravening their visa requirements.

## 17. Annex - Programme-specific regulations

### Programme Regulations: Neuroscience

<b>Final Award and Award Titles</b>	<p>BSc (Hons) Neuroscience</p> <p>BSc (Hons) Neuroscience with International Year (see Annex A for details)</p> <p>BSc (Hons) Neuroscience with Work Placement Year (see Annex B for details)</p> <p>BSc (Hons) Studies in Neuroscience</p> <p>BSc (Hons) Studies in Neuroscience with International Year</p> <p>BSc (Hons) Studies in Neuroscience with Work Placement Year</p>
<b>Intermediate Award(s)</b>	<p>Diploma in Higher Education</p> <p>Certificate in Higher Education</p>
<b>Last modified</b>	August 2019
<b>Programme Specification</b>	<a href="https://www.keele.ac.uk/qa/programmespecifications">https://www.keele.ac.uk/qa/programmespecifications</a>

The University's Academic Regulations which can be found on the Keele University website (<https://www.keele.ac.uk/regulations/>)[1] apply to and regulate the programme, other than in instances where the specific programme regulations listed below over-ride them. These programme regulations list:

- *Exemptions* which are characterised by the omission of the relevant regulation.
- *Variations* which are characterised by the replacement of part of the regulation with alternative wording.
- *Additional Requirements* which set out what additional rules that apply to students in relation to this programme.

The following **exemptions, variations** and **additional requirements** to the University regulations have been checked by Academic Services and have been approved by the Faculty Education Committee.

## A) EXEMPTIONS

The clause(s) listed below describe where an exemption from the University's Academic Regulations exists:

For the whole duration of their studies, students on this Programme are exempt from the following regulations:

- **No exemptions apply.**

## B) VARIATIONS

The clause(s) listed below describe where a variation from the University's Academic Regulations exists:

### **Variation 1: No variations apply**

Additional Requirements

The programme requirements listed below are in addition to the University's Academic Regulations:

### **Additional requirement 1: Royal Society of Biology Accreditation**

A pass mark must be obtained in both of our zero-credit, lab-based modules (one at Level 4 and the other Level 5) and the Life Sciences Double Experimental Project with research skills assessment (or, subject to agreement, Double Applied Life Sciences Placement) to attain an accredited degree. For students who do not fulfil the conditions of this regulation, the degree award will be '*Studies in Neuroscience*' and the degree will not be accredited by the Royal Society of Biology.

### **Additional requirement 2: Attendance**

Attendance at tutorials, seminars, workshops and laboratory sessions on this programme is compulsory. Failure to attend a class without good cause will result in an informal warning. Failure to attend any subsequent classes without good cause will lead to the issuing of a formal University warning in accordance with Regulation 1A9 and could result in the requirement to withdraw from the university.

### **Additional requirement 3: Self-Certification**

Self-certification of illness as a reason for absence from compulsory classes will be accepted for no more than two periods of absence, each covering no more than 7 days, per semester. Any subsequent absence for reasons of illness must be accompanied by a doctor's note.

### **Additional requirement 4: Laboratory and tutorial classes**

1. Wearing a laboratory coat is compulsory in all laboratories. Students will not be allowed to attend the laboratory class without a laboratory coat.
2. Students must wear appropriate clothing in the laboratories, including sensible footwear. Closed shoes and low heels should be worn. This is to avoid tripping and to protect the feet in the case of spillages. Long hair must be tied back. Students who are inappropriately dressed may, at the discretion of the member of staff in charge, be excluded from the class and recorded as being absent without good cause.
3. Students who arrive late to laboratory classes may, at the discretion of the member of staff in charge, be excluded from the class and recorded as being absent without good cause.
4. Students who display serious misconduct in any class may, at the discretion of the member of staff in

charge, be excluded from the class and recorded as being absent without good cause. Serious misconduct involves wilful damage to property, injury or threat to persons, or persistent disruption of teaching.

5. The unauthorised use of mobile phones or headphones is not permitted in any class.
6. Students are not permitted to record, video or photograph taught sessions or meetings with staff, except with the permission in advance of the staff concerned. Permission will be given where this is part of an approved disability adjustment. Any permission to record, video or photograph is for personal use only and all recordings, videos or photographs remain the property of the presenter and Keele University.

### **Additional requirement 5: Health and Safety**

Students are required to read and follow the procedures in the School of Life Sciences Safety Handbook, which is available from the Biomedical Science Noticeboard on the KLE.

[1] References to University Regulations in this document apply to the content of the University's Regulatory Framework as set out on the University website here <https://www.keele.ac.uk/regulations/>.

## **Version History**

### **This document**

**Date Approved:** 01 February 2022

### **Previous documents**

<b>Version No</b>	<b>Year</b>	<b>Owner</b>	<b>Date Approved</b>	<b>Summary of and rationale for changes</b>
1	2021/22	CHRISTOPHER ADAMS	08 February 2021	
1	2020/21	MICHAEL EVANS	19 December 2019	
1	2019/20	MICHAEL EVANS	19 December 2019	