

## Programme Specification: Post Graduate Taught

### For Academic Year 2025/26

#### 1. Course Summary

<b>Names of programme and award title(s)</b>	LLM in International Commercial and Business Law LLM in International Commercial and Business Law with Placement (see Annex for details)
<b>Award type</b>	Taught Masters
<b>Mode of study</b>	Full-time Modular Part-time
<b>Framework of Higher Education Qualification (FHEQ) level of final award</b>	Level 7
<b>Normal length of the programme</b>	Full time: one year 18-24 months for the Placement option Part time: commonly 2 years but by agreement up to 5 years on a modular basis
<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>	Not applicable
<b>Regulator</b>	Office for Students (OfS)
<b>Tuition Fees</b>	<p><b>UK students:</b></p> <p>Full-time fee is: £10,100</p> <p>Part-time fee is: £5,600*</p> <p><b>International students</b></p> <p>Full-time fee is: £17,700</p> <p>The fee for the placement is calculated at 20% of the regulated Home undergraduate tuition fee for that year of study.</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.

\* 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

The aim of the LLM in International Commercial and Business Law (including with Placement option) is to provide you with the opportunity to study the legal and regulatory regimes governing responsible international business, cross-border economic activity, trade, investment and the challenges of international dispute resolution. You are encouraged to think critically about specialised issues of contemporary significance within their wider political,

economic, or social context. The programme adopts an interdisciplinary focus. You are given the chance to choose from a wide range of optional modules offered within the Law School as well as Keele Business School and the Language Centre.

Governments, international institutions, NGOs, businesses and law firms are increasingly looking for individuals capable of dealing with complex issues of international commercial and business law. You have the opportunity to apply your academic knowledge in a professional context and develop your employability skills by undertaking a placement in a relevant organisation. You have the flexibility to choose whether to complete the entire programme in one year as a full-time student or to take one of our flexible part-time pathways.

### **Why study international commercial and business law?**

There has never been a more exciting time to study international commercial and business law. International commercial and business law finds itself at the forefront of public debates more than ever before. The regulation of responsible business conduct, global trade wars, financial markets and international sale of goods, electronic commerce, the fight against climate change, or the impact of pandemics on the global economy are all areas in which international commercial and business law plays a major role.

International commercial and business law dominates the activity of transnational corporations, states, intergovernmental institutions, NGOs and individuals. As a result, governments, international institutions, NGOs, businesses and law firms are increasingly looking for individuals capable of dealing with complex issues of transnational law.

### **Why study international commercial and business law at Keele?**

Keele University has a long tradition of academic expertise in the fields of international law and commercially sustainable international businesses. You are taught by academic staff with a wide range of expertise and research interests related to UN Sustainable Development Goals. Our diverse community of staff from across the world are committed to academic rigour and socially relevant scholarship and research.

Keele University was founded to promote interdisciplinary and multi-disciplinary scholarship and makes a distinctive contribution to higher education by emphasising the strength of a broad educational programme. It is the UK's largest integrated campus university and occupies a 617-acre estate, with Grade II registration by English Heritage, the central feature of which is 19th Century Keele Hall.

Keele's LLM in International Commercial and Business Law embraces an interdisciplinary approach. You are given the chance to choose from a wide range of modules not only offered within the Law School, but also by Keele Business School and the Language Centre - making this programme truly interdisciplinary. Language studies, particularly in the core UN languages, enable students to increase their range of transferable skills.

You also have the opportunity to deepen their understanding and theoretical knowledge of the field of international commercial and business law in the context of the dissertation, as well as acquire practical experience with industrial placement opportunities for both UK and overseas students.

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

The aims of the LLM in International Commercial and Business Law are to:

- Provide students with a practical and theoretical understanding of the role, nature and functioning of international commercial and business law.
- Encourage students to develop a critical awareness of the legal, social, and political contexts in which transnational corporations operate.
- Develop students' research skills in the context of supervised research on an agreed topic in international commercial and business law and encourage the production of original and creative scholarship.
- Encourage students to develop critical, analytical and problem-solving skills which can be applied to a wide range of legal and non-legal contexts.
- Provide a strong educational foundation that enhances a student's prospects of professional, commercial or academic employment.

## **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
- Key or transferable skills (including employability skills)

### **Subject knowledge and understanding**

Successful students will be able to:

- Demonstrate advanced knowledge and understanding of the legal concepts, principles and theories of international commercial and business law.
- Demonstrate critical awareness of current problems and new insights in the field of international commercial and business law.
- Articulate a clear assessment of differing critical positions, demonstrating skills of judgment and reasoning.

### **Subject specific skills**

Successful students will be able to:

- Use the specific techniques and methodologies of international legal scholarship.
- Have confidence in identifying and using primary and secondary materials in international commercial and business law.
- Analyse problems arising in international commercial and business law and formulate reasoned and justified legal arguments.
- Think creatively and independently about international commercial and business law issues.

### **Key or transferable skills (including employability skills)**

Successful students will be able to:

- Plan and successfully undertake a large piece of independent research.
- Evaluate and respond to criticism and alternative arguments.
- Apply academic knowledge in a professional context.

### **Career opportunities**

The LLM in International Commercial and Business Law will enable entry into a range of occupations in the governmental, non-governmental or private sector. It provides an ideal basis for those seeking employment as international law practitioners in relevant national and international organisations (government agencies, departments or regulators, UN bodies, NGOs), multinational corporations, or transnational law firms. Equally, the programme will equip you for further study in the form of a postgraduate research programme, such as a PhD, by providing appropriate research training and an introduction to key thinkers and scholarship.

### **Keele Graduate attributes**

The Keele Graduate Attributes are the qualities (skills, values and mindsets) which you will have the opportunity to develop during your time at Keele through both the formal curriculum and also through co- and extra-curricular activities (e.g., work experience, and engagement with the wider University community such as acting as ambassadors, volunteering, peer mentoring, student representation, membership and leadership of clubs and societies). Our Graduate Attributes consist of four themes: **academic expertise, professional skills, personal effectiveness, and social and ethical responsibility**. You will have opportunities to engage actively with the range of attributes throughout your time at Keele: through your academic studies, through self-assessing your own strengths, weaknesses, and development needs, and by setting personal development goals. You will have opportunities to discuss your progress in developing graduate attributes with, for example, Academic Mentors, to prepare for your future career and lives beyond Keele.

## **5. How is the programme taught?**

### ***Learning and Teaching Methods:***

The compulsory and optional modules are weighted 30 credits (broadly equivalent to 300 hours work of which 30 hours will be contact time), and all are semester-long. Students also undertake the Research Methods and Dissertation module of 60 credits (full year). Before they begin the taught modules, you will be provided with an introduction to studying Law at Keele University via an information pack, pre-course reading list and induction sessions. During each taught module, you will take part in lectures, tutor-led seminars and discussions, small group exercises, and case studies. Each module is accompanied by extensive independent study and throughout the course you are encouraged and required to undertake independent reading to both supplement and consolidate the classes and to broaden individual knowledge and comprehension of the subject.

### ***Enabling Learners to Achieve the Stated Learning Outcomes:***

You receive initial guidance on how to identify, locate and use materials available in libraries and elsewhere (including electronic sources). Guidelines are provided for the production of coursework assignments and dissertations and these are reinforced by seminars and individual supervision, which focus specifically on essay planning and writing, and research methodology. Detailed written and, if requested, oral feedback is provided on

all course work. There is also time set aside during each module and outside of the modules, if preferred, for you to consult individually with teaching staff and receive guidance and feedback on assessment and module performance.

## 6. Teaching Staff

The programme is delivered by an international faculty, which has a diverse body of expertise and qualifications in both legal practice and research. Most members of the Law School teach on our postgraduate programmes, including the core and elective modules for the programme. Individual staff biographies can be found at: <http://www.keele.ac.uk/law/people/>

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 September and is divided into three semesters. The number of weeks of teaching will vary from course to course, 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.

There are two types of module delivered as part of your programme. They are:

- Compulsory modules - a module that you are required to study on this course;
- Optional modules - these allow you some limited choice of what to study from a list of modules.

A summary of the credit requirements per year is as follows.

Year	Compulsory	Optional	
		Min	Max
Level 7	150	30	30

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## Module Lists

### *Level 7*

Compulsory modules	Module Code	Credits	Period
Principles of International Law	LAW-40106	30	Semester 1
International Business Context	MAN-40361	30	Semester 1
International Economic and Commercial Law	LAW-40114	30	Semester 2
Research Methods and Dissertation	LAW-40116	60	Year

Optional modules	Module Code	Credits	Period
Climate Crisis, Energy and the World Economy	ECO-40026	30	Semester 2
International Environmental and Climate Law	LAW-40110	30	Semester 2
International Human Rights Law	LAW-40124	30	Semester 2
International Strategy and Operations	MAN-40367	30	Semester 2

The programme is structured around three compulsory modules - Principles of International Law (30 credits), International Business Context (30 credits), International Economic and Commercial Law (30 credits) - and Research Methods and Dissertation (60 credits).

Principles of International Law sets the scene for the programme by providing an in-depth introduction to the core principles, structures and categories of public international law. International Business Context offers an insight into a range of economic, political and technological processes that influence and are influenced by international business activities. International Economic and Commercial Law encompasses the study of the theoretical and normative underpinnings of international trade, investment and transnational commercial law.

You will take an additional 30 credits of optional modules offered by the Law School and Keele Business School. Availability of these optional modules will depend on timetabling.

In addition to the optional modules presented above, you can choose to take one of the language modules offered by the Language Centre. Language studies, particularly in the core UN languages, enable students to increase their range of transferable skills. Keele currently offers courses in Mandarin Chinese, French, German, Italian, Japanese, Russian and Spanish.

You have the flexibility to choose whether to complete the entire programme in one year as a full-time student or to take one of our flexible part-time pathways. Credits cannot be awarded for the dissertation unless all taught modules are successfully completed. Through the flexible part-time pathways, you may choose from the options below. The compulsory module Principles of International Law must be taken in year one.

- Take all 120 credits from taught modules in year one and the dissertation in year two;
- Take 60 credits from taught modules per year for two years and the dissertation in year three;
- Take 30 credits from taught modules per year for four years and the dissertation in year five;
- Take another combination of modules over any period of time up to four years, followed by the dissertation.

### Example part-time structure

International Commercial and Business Law		
Semester 1	Semester 2	Semester 3
<b>Year 1</b>		
Principles of International Law	International Economic and Commercial Law	N/A
<b>Year 2</b>		
International Business Context	Option from Semester 2 List	Dissertation

In order to achieve the LLM qualification, you must successfully complete 120 credits of taught modules before producing a dissertation of between 15,000 - 20,000 words. The dissertation module, which includes research training, is worth 60 credits. To achieve an LLM, 180 credits are required. You may begin preparatory work on the dissertation during the taught part of your programme but cannot be awarded credits for the dissertation until you have completed and passed all the taught modules.

If you do not wish to take the dissertation module, you may complete your studies after successfully completing 120 credits of taught modules [including all compulsory modules] with a Postgraduate Diploma (PGDip), or after completing 60 credits [including two compulsory modules] with a Postgraduate Certificate (PGCert). If you wish to finish after completing only 30 credits you may apply to have those credits applied to a different programme at a later date (depending on the programme).

## Learning Outcomes

The table below sets out what students learn in the programme and the modules in which that learning takes place. Details of how learning outcomes are assessed through these modules can be found in module specifications.

### Level 7

Subject Knowledge and Understanding	
Learning Outcome	Module in which this is delivered
Demonstrate advanced knowledge and understanding of the legal concepts, principles and theories of international commercial and business law.	International Economic and Commercial Law, Principles of International Law, International Business Context, Dissertation and Placement.
Demonstrate critical awareness of current problems and new insights in the field of international commercial and business law.	All modules + dissertation
Articulate a clear assessment of differing critical positions, demonstrating skills of judgment and reasoning.	All modules + dissertation

Subject Specific Skills	
Learning Outcome	Module in which this is delivered
Use the specific techniques and methodologies of international legal scholarship.	Principles of International Law, International Economic and Commercial Law, International Human Rights Law, International Environmental and Climate Law, International Law, Security and Warfare, Dissertation
Have confidence in identifying and using primary and secondary materials in international commercial and business law	All modules + dissertation
Analyse problems arising in international commercial and business law and formulate reasoned and justified legal arguments.	All modules + dissertation
Ability to think creatively and independently about international commercial and business law issues	All modules + dissertation

Key or Transferable Skills (graduate attributes)	
Learning Outcome	Module in which this is delivered
Ability to plan and successfully undertake a large piece of independent research	Dissertation
Ability to evaluate and respond to criticism and alternative arguments about international and commercial law business issues	All modules + dissertation
Ability to apply academic knowledge in a professional context	Placement

## 8. Final and intermediate awards

<b>LLM</b>	180 credits	120 credits from the taught modules at level 7 + 60 credits from the dissertation
<b>Postgraduate Diploma</b>	120 credits	You will require 120 credits at Level 7
<b>Postgraduate Certificate</b>	60 credits	You will require 60 credits at Level 7

**Placement option:** in addition to the above students must pass a non-credit bearing module covering the placement in order to graduate with a named award including the 'with Placement' wording.

## 9. How is the Programme Assessed?

The wide variety of assessment methods used on this programme at Keele reflects the broad range of knowledge and skills that are developed as you progress through the degree programme. Teaching staff pay particular attention to specifying clear assessment criteria and providing timely, regular and constructive feedback that helps to clarify things you did not understand and helps you to improve your performance. The programme is assessed principally, though not exclusively, through written work.

Written work may be in the form of research essays, final examinations, reports, blog discussions, reviews or reflective portfolios. For 15-credit modules the word count is 3,000-4,000 words. For 30-credit modules the word count is 5,000 words. Through the essays, students demonstrate their understanding of a particular area of international law (or one of the other taught subjects, i.e., human rights/environment/commerce & business) as well as their ability for original thinking and high-level written communication skills. Other written assignments such as blogs and reflective portfolios allow students to demonstrate their understanding of the relevance of international law to current international affairs and their ability to respond to alternative arguments or to reflect on their own learning. The final form of assessment is the dissertation, which is an extended (15,000 - 20,000 words) and in depth piece of writing that brings together all of the skills that students have learned throughout the programme. Students are supported through formative (non-mark-bearing) assessments throughout the programme. These may take the form of feedback on participation in group discussions, submission of essay plans to tutors for feedback, short reports, group presentations, short online exercises, or mock examinations. Marks are awarded for summative assessments designed to assess your achievement of learning outcomes. You will also be assessed formatively to enable you to monitor your own progress and to assist staff in identifying and addressing any specific learning needs. Feedback, including guidance on how you can improve the quality of your work, is also provided on all summative assessments within three working weeks of submission, unless there are compelling circumstances that make this impossible, and more informally in the course of tutorial and seminar discussions.

## 10. Accreditation

This programme does not have accreditation from an external body.

## 11. 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'.

## 12. What are the typical admission requirements for the Programme?

See the relevant course page on the website for the admission requirements relevant to this programme:

<https://www.keele.ac.uk/study/>

The Law and Society programme (MA, PGDip, PGCert and individual modules) is open to graduates with a first or second class honours degree (or overseas equivalent) in Law or a related discipline (such as sociology, criminology or politics), or any other person with appropriate professional qualifications and/or experience. Applications are welcome from current legal practitioners.

Applicants for whom English is not a first language must provide evidence of a qualification in English language, unless they hold a previous degree that was taught and examined in English. The minimum score for entry to the MA is academic IELTS 6.5 (with no subtest below 5.5) or equivalent.

**Recognition of Prior Learning (RPL)** is considered on a case-by-case basis and those interested should contact the Programme Director. The University's guidelines on this can be found here: <https://www.keele.ac.uk/qa/programmesandmodules/recognitionofpriorlearning/>

### 13. How are students supported on the programme?

Within the School, you are allocated an Academic Mentor, whose role is to assist students with personal or academic problems, advise on pastoral issues, and to provide individual supervision and feedback on written assignments. Once a dissertation supervisor has been allocated, this person will also become the Academic Mentor. Should any issues arise that the Academic Mentor cannot assist with, you will be referred to the relevant university service or the course director. The course director is also available to assist you should any issues arise with the Academic Mentor/dissertation supervisor. The Director of Education for the Law School is also available should the course director be unable to assist. The course director will advise you in relation to choice of elective modules, if requested.

If your first language is not English, you are offered language classes, facilities and services by the University's Language Centre. Following diagnostic English language assessment, you may be required or recommended to take English language classes offered by the Language Centre. In addition to modules on English for academic study, you have access to one-to-one tutorials for individual help and advice, and to a wealth of resources for self-study and practice. Any student, international or otherwise, can request a 30 min 11 session if they need it. Students requiring English language support (on testing) will be allocated to one or two of the following modules:

- ENL-40001: Academic English for Postgraduate Students 1 - semester 1
- ENL-40004: Academic English for Postgraduate Students 1-B - semester 2
- ENL-40002: Academic English for Postgraduate Students 2 - semester 1 or 2

For students required to undertake these English Language modules, determination of progression to the dissertation module (as outlined above) will include an evaluation of the student's engagement and performance on the respective English Language modules.

University services available to you including the counselling services, disability and dyslexia support, international student support and careers and employability can be contacted via the Student Services Centre at <http://www.keele.ac.uk/studentsservices/>. More information about these services is available in the university prospectus and on the website.

### 14. Learning Resources

The programme is taught through a combination of contact time, independent study, and web-based learning resources. Self-study materials comprise both traditional text based resources and a range of electronic multimedia resources that will be accessed through the Keele Learning Environment (KLE). This latter resource is also used to enhance student support during the period of the course and provides a forum for the exchange of ideas and discussion. There are also regular research seminars presented by Keele or external staff that take place throughout the academic year and to which postgraduate students are invited. These provide a useful complement to the taught sessions and, for those students considering research degrees, provide an insight into academic research in practice.

#### ***Keele University Library:***

The library has many resources available, both on campus and online. Further information about the library can be found at: <http://www.keele.ac.uk/depts/li>. Students can access the various materials available on-line using the recommended username and password. Details on these are available from the Library website: <http://www.keele.ac.uk/library/support/access>.

#### ***Computer Facilities:***

For information about IT Services please consult the IT Services website: <http://www.keele.ac.uk/it/>. IT Services is located in the library building and is responsible for the computing infrastructure in the university and for the support of all staff and students undertaking academic computing tasks. There are a large number of 'open access' PCs available for students. All student PCs use a standard platform, which includes software such as Microsoft Office, web browsers, and other standard applications students may need. Printing facilities are available in the library building. Students must ensure that they have read form CC.03, which is the Conditions of use of the Computer Facilities. Opening Hours: in order to check if the computer facilities and the Help Desk are open, students should telephone: 01782 733636 or 733838. Further information can be found at: <http://www.keele.ac.uk/it/>

#### ***The Keele Moot Court:***

The Moot Court is a flexible high specification facility located at the heart of the Law School. The Moot Court is fully equipped with state-of-the art audio-visual equipment and is used for a variety of teaching and co-curricular activities.



## 15. Other Learning Opportunities

### a. Exchange Opportunity

It is possible for you to register on a single module (modular programme of study) for Continuing Professional Development or other purposes. You may choose to attend the module without completing the assessment but no credits would be awarded for this. You should contact the postgraduate administrator (law.office@keele.ac.uk) for further information.

There is an active research community within the School of Law and postgraduate students are invited to participate in the wide range of seminars and other research activities, such as workshops and academic conferences held at Keele. A research seminar programme is organised each year, where members of staff present their latest work. There are also other lectures and research seminars organised in other Schools and Research Institutes within the University that may be of interest to students. You will be informed of these via their Keele email address.

### b. Continuing Professional Development

Legal practitioners who wish to complete a module for Continuing Professional Development purposes only and without completing the assessment are not required to complete the core modules and may exit with zero credits and a certificate of attendance after the module's teaching has been completed. *The Continuing Professional Development Certificate of Attendance* is recognised by the Law Society of England and Wales (for Continuing Professional Development purposes).

## 16. Additional Costs

As to be expected there will be additional costs for inter-library loans and potential overdue library fines, print and graduation. We do not anticipate any further costs for this programme.

## 17. Quality management and enhancement

The quality and standards of learning in this programme are subject to a continuous process of monitoring, review and enhancement.

- The School Education Committee is responsible for reviewing and monitoring quality management and enhancement procedures and activities across the School.
- Individual modules and the programme as a whole are reviewed and enhanced every year in the annual programme review which takes place at the end of the academic year.
- The programmes are run in accordance with the University's Quality Assurance procedures and are subject to periodic reviews under the Revalidation process.

Student evaluation of, and feedback on, the quality of learning on every module takes place every year using a variety of different methods:

- The results of student evaluations of all modules are reported to module leaders and reviewed by the Programme Committee as part of annual programme review.
- Findings related to the programme from the annual Postgraduate Taught Experience Survey (PTES), and from regular surveys of the student experience conducted by the University, are subjected to careful analysis and a planned response at programme and School level.
- Feedback received from representatives of students on the programme is considered and acted on at regular meetings of the Student Staff Voice Committee.

The University appoints senior members of academic staff from other universities to act as external examiners on all programmes. They are responsible for:

- Approving examination questions
- Confirming all marks which contribute to a student's degree
- Reviewing and giving advice on the structure and content of the programme and assessment procedures

Information about current external examiner(s) can be found here:

<http://www.keele.ac.uk/qa/externalexaminers/currentexternalexaminers/>

## 18. The principles of programme design

The programme described in this document has been drawn up with reference to, and in accordance with the guidance set out in, the following documents:

a. UK Quality Code for Higher Education, Quality Assurance Agency for Higher Education:

<http://www.qaa.ac.uk/quality-code>

b. Keele University Regulations and Guidance for Students and Staff: <http://www.keele.ac.uk/regulations>

## 19. Annex - PGT Placement

### LLM in International Commercial and Business Law with Placement

#### PGT Placement Summary

Students can apply directly for the 'with Placement' degree programme, or transfer onto the 'with Placement' degree programme by the end of May or the end of October each academic year for students starting their studies in September or January, respectively.

International students can apply directly for the 'with Placement' degree programme. However, if they wish to transfer onto this programme while studying, they should discuss this with Immigration Compliance and Advice (ICA) and their Programme Director. If the transfer request can be approved in line with UK Visas and Immigration (UKVI) rules, students should be aware that a visa extension would be required.

Students accepted onto the 'with Placement' programme will complete an extra 6 - 12 months of study (the placement), depending on the duration of their placement, with a relevant placement provider after they have completed the taught component of their programme.

Admission to the Postgraduate Placement module is dependent on students i) achieving minimum academic standards and, ii) securing a placement via a competitive, employer-led selection process. The University does not guarantee placements for students who have registered for the 'with Placement' programme or for those who transfer on to the programme. All students will be provided with a detailed timeline, including deadlines, of the date by which their placement would need to be secured.

Students who successfully pass 180 credits plus the non-credit bearing Postgraduate Placement module will be awarded the degree title of 'XXXX with Placement'. Students who are unable to secure a placement, fail to satisfactorily complete their placement, or who fail the non-credit bearing Postgraduate Placement module will revert to the standard degree title of the one-year master's programme. Failure of the placement will be recorded on the student's final transcript.

Study at Level 7 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 'with Placement' option.

#### Placement Programme Aims

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

1. In-depth experience of a relevant workplace and the variety of ways in which their skills can be used in the world outside the university.
2. The opportunity to further develop their employability through skills development and reflection, enhanced organisational and sector knowledge, and networking and interpersonal communication.

#### Entry Requirements for the Postgraduate Placement Module

Admission to the Postgraduate Placement module is dependent on students i) achieving minimum academic standards and, ii) securing a placement via a competitive, employer-led selection process including successful application and interview. Therefore, the University cannot guarantee placements for students who have registered for the 'with placement' programme.

To be eligible to progress onto placement, students will need to have:

- Passed all of their first Semester modules (i.e., obtained an average mark of at least 50%). Where no Semester 1 marks have been awarded, performance on individual assessments in these modules will be considered.
- Completed an online Health and Safety training session prior to commencing their placement and will be required to satisfy the Health and Safety regulations of the company or organisation at which they are based.
- Secured a relevant placement via a competitive, employer-led selection process including successful application and interview.

Progression onto the Postgraduate Placement module is then conditional on passing all taught modules from the Spring and Autumn semesters, excluding the research project/dissertation.

Students with up to 30-credits of re-assessment awarded as first attempts owing to approved exceptional circumstances, and who otherwise meet the progression requirements, may progress onto the Postgraduate Placement module and retrieve their outstanding credits during their placement. All other students who have failed one or more modules will not be eligible to progress onto the Postgraduate Placement module. This applies even if they have assessment attempts remaining. These students will revert to the standard degree title of the one-year master's programme.

#### **International students only:**

- Students wishing to transfer onto this programme should discuss this with Immigration Compliance and Advice (ICA) and their Programme Director. If the transfer request can be approved in line with UK Visas and Immigration (UKVI) rules, students should be aware that a visa extension would be required (this can be applied for within the UK) once the placement opportunity is confirmed. The cost of this would be the student's own responsibility, but ICA will be able to provide advice and guidance on the process.
- International students who do not complete their placement or cannot secure a placement opportunity, but who do pass 180 credits of the taught element of the course, will be transferred to the non-placement version. This will be reported to UKVI as "early completion" and their Student Visa would be cancelled. UKVI would not issue any refund for overpaid Immigration Health surcharge in this instance.
- Provided students have passed 180 credits of the course and met all other eligibility criteria, they will still be eligible to apply for the Graduate Route.

#### **Student Support**

Students will be supported whilst on their placement via the following methods:

- Regular contact between the student and a named member of staff from the Placement and Project Managers (PPM) team who will be assigned to the student as their placement supervisor. The placement supervisor will be in regular contact with the student throughout the year and be on hand to provide advice (pastoral or academic). If the student has any academic queries whilst on placement they will be signposted to the relevant member of academic staff (i.e., Academic Mentor, Programme Director or module leader).
- Formal contact with the student during the placement. The placement supervisor will meet once with the student, and their line manager (physically / virtually) at the midway point of their placement. Additional meetings may be arranged if required.
- Placement providers will be issued with guidance on how to raise concerns about students as part of the placement approval process.

#### **Learning Outcomes**

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

1. Understand and discuss the variety of ways in which skills developed during their study can be deployed in non-academic contexts.
2. Develop broader organisational/sector understanding and reflect upon their activities in this context.
3. Assess their own strengths and weaknesses in an employment context.
4. Articulate their placement skills and experiences effectively and through a variety of means (verbal and written).

These learning outcomes will be assessed through the non-credit bearing Postgraduate Placement module which provides a structure to ensure that students make the most of the placement as an integrated learning experience. Students will complete an initial skills audit and placement plan when they begin their placement and submit a final placement portfolio which includes a reflective diary completed during placement.

## **Regulations**

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

- Students undertaking the 'with Placement' programme must successfully complete the zero-credit rated module 'Postgraduate Placement'.
- In order to ensure a high-quality placement experience, each placement provider will sign a tripartite learning agreement (analogous to a service level agreement), and a health and safety checklist.
- Once a student has been accepted by a placement organisation, the student will submit a placement proposal and will be assigned a placement supervisor (from the PPM team). The placement supervisor will be responsible for ensuring that the placement experience meets the required criteria, the placement organisation meets all health and safety expectations, and a tripartite learning agreement is signed by all parties.
- The placement student will also sign up to an agreement outlining their 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 University and have an impact on that organisation's willingness (or otherwise) to remain engaged with the placement.

## **Additional costs for the Placement**

Tuition fees for students on the 'with Placement' programme will be charged at 20% of the standard Undergraduate annual tuition fees for that year of study, as set out in Section 1.

Students will be responsible for meeting 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. Students are required to confirm eligibility with their student finance provider. As part of the placement approval process, all students will be referred to the Student Financial Support team for advice and guidance regarding scholarships, bursaries and access to additional funding.

International students who require a 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.

## **Version History**

**This document**

**Date Approved:** 17 June 2025

**Previous documents**

Version No	Year	Owner	Date Approved	Summary of and rationale for changes
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