

## Course Information Document: Undergraduate

### For Academic Year 2025/26

#### 1. Course Summary

<b>Names of programme and award title(s)</b>	BA (Hons) Criminology and Criminal Justice BA (Hons) Criminology and Criminal Justice with International Year (see Annex for details) BA (Hons) Criminology and Criminal Justice with Work Placement Year (see Annex for details)
<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 the International Year or Work Placement 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>	n/a
<b>Regulator</b>	Office for Students (OfS)
<b>Tuition Fees</b>	<p><b>UK students:</b></p> <p>Fee for 2025/26 is £9,535*</p> <p><b>International students:</b></p> <p>Fee for 2025/26 is £17,700**</p> <p>The fee for the international year abroad is calculated at 15% of the standard year fee</p> <p>The fee for either the work placement year is calculated at 20% of the standard year fee</p>

**Please note this document applies to Level 4 (Year 1) students in 2025/26. Level 5 and 6 (Year 2 and 3) students should refer instead to the document labelled '2024/25'.**

**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/>

\*\* These fees are for new students. 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. What is a Single Honours programme?**

The Single Honours programme described in this document allows you to focus more or less exclusively on this subject. In keeping with Keele's commitment to breadth in the curriculum, the programme also gives you the opportunity to take some modules in other disciplines and in modern foreign languages as part of a 360-credit Honours degree. Thus it enables you to gain, and be able to demonstrate, a distinctive range of graduate attributes.

## **3. Overview of the Programme**

The study of crime and the operation of the criminal justice system is a rapidly developing field which draws on theories and research methods from academic criminology and from subjects across the social and human sciences. The location of this programme within the well-established criminology programme team at Keele allows us to situate this programme within a disciplinary approach that is both theoretical and empirical/applied. This programme attempts to develop a systematic understanding of crime and official and unofficial ways of responding to it through the operation of criminal justice and broader responses to crime. It also seeks to establish a firm evidence base for that understanding using a range of research methods and sources of information, and links to a practical understanding of the application of such evidence to the everyday professional reality of the operation of criminal justice systems. Keele University pioneered the teaching of criminology at undergraduate level in the United Kingdom and students will be taught by active criminological researchers with significant links with and experience of a range of external agencies involved in the delivery of criminal justice. A wide range of core and programme approved option modules in criminology and criminal justice are available across all three years of the Programme. Criminology and Criminal Justice at Keele draws on the intellectual traditions and perspectives of other disciplines across the social sciences, but the focus of the Programme, and the content of core modules, is always explicitly criminological and focussed on crime, criminality and the operation of criminal justice.

Criminology at Keele emphasises the importance of problem-based learning whereby our students can apply their skills and knowledge to real world challenges and situations relating to crime and criminal justice. We have developed professional partnerships with a range of criminal justice agencies, including the police, probation services, prisons and others that provide our students with opportunities to hear from, and network with, those working in criminal justice related fields. There are also opportunities for our students to gain work experience through placements.

## **4. Aims of the programme**

The broad aims of the programme are to enable you to:

- Think, talk, and write about crime, criminal justice, policing, punishment, and crime control and the ways in which they are represented in a systematic way drawing on the intellectual traditions and scholarly methods of the social sciences.
- Understand, evaluate and apply a range of theories about the nature, measurement and causes of crime.
- Acquire a critical understanding of the nature and development of a variety of formal and informal responses to crime, policing, and the operation of the criminal justice and penal systems.
- Appreciate the theory and empirical reality of crime, crime control and criminal justice in their historical, social, political, socio-legal and economic contexts.
- Become familiar with the main quantitative and qualitative methods of social scientific research used in the collection and analysis of criminological data and data relating to the operation of criminal justice.
- Develop the ability to conduct and report on their own research using relevant criminological concepts, suitable methods of investigation and appropriate techniques of scholarship in the social sciences.
- Obtain the knowledge, skills, capabilities and personal qualities necessary for them to find a fulfilling and rewarding career and become informed and active citizens with a lifelong interest in studying crime, criminal justice, crime control, punishment and criminal justice policy.

The study of Criminology and Criminal Justice draws on a wide range of human and social science disciplines. The subject's theoretical and methodological development reflects the rapid social changes of contemporary society and is responsive to the increasing cross-fertilisation of ideas and methods between the human and social sciences. It also draws on growing collaboration and knowledge exchange between academic criminologists at Keele and a range of criminal justice agencies and cognate professionals locally, regionally and nationally.

In its modern forms, the study of Criminology and Criminal Justice at undergraduate degree level can be characterised by robust debates over how to:

- conceptualise and explain its subject matter
- put its theories into operation in conducting research
- inform debates over criminal justice and crime control policy; the scope of human rights; the links between

criminal and social justice; and the expanding knowledge bases of crime prevention, security and justice-related professions

- develop and enhance its methodological and technical expertise in handling different kinds of data (including large data sets ['big data'], open data and internet data)
- manage sensitive ethical issues arising from empirical research

Source: Criminology Subject Benchmark Statement, 2022 (which applies to named awards in Criminology and Criminal Justice).

## 5. 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:
- Recognise and describe the distinctive characteristics of criminology as a discipline in relation to the study of criminal justice and in comparison with other disciplines and other, everyday understandings of crime, including those communicated and informed by representations of crime in the media and in popular discourse.
- Recognise the relationships between crime and other social problems and between crime and victimisation and social divisions based on age, gender, class, ethnicity, sexuality and (dis)ability and the forms in which criminal justice and other agencies may or may not engage with these wider social problems
- Distinguish between and evaluate the principal ways of measuring crime and victimisation
- Recognise the main theoretical traditions in criminology and illustrate their application in understanding different forms of crime and criminal justice processes, policies and practices
- Recognise and illustrate the impact of processes of social change such as de-industrialisation, urban change and globalization on crime and responses to it
- Recognise the social context in which criminal justice policies and systems, approaches to punishment and investigative techniques and practices have emerged and operate
- Identify a range of debates about the nature of punishment and its representation in our culture
- Critically engage with scholarly and policy debates about criminal justice, prisons, punishment, policing and the police
- Assess the role and contribution of the public police and other institutions through which policing is provided and how they relate to each other
- Recognise and describe the relationships between crime, responses to it and social divisions and diversity
- Recognise and illustrate the impact of social change on crime and ways of responding to it through the operation of criminal justice systems, policies and practices and a range of related policy and procedural responses
- Recognise the relevance and limits of criminological knowledge in explaining the consequences of rapid social change and the responses of criminal justice processes
- Describe the development and current organisation and operation of official and unofficial responses to crime through the operation of criminal justice agencies and processes and other State and non-State actors and organisations, including the 'pluralisation of policing' and multi-agency partnership working.
- Recognise different approaches to social scientific research and their use in investigating crime and responses to it, including evidence-based practice, academic/practitioner collaborations and knowledge exchange collaborations.
- Explain the impact of globalisation and other processes of social change on crime and criminal justice
- Evaluate the capacity of criminological theory and research, including comparative analysis, to explain contemporary developments in crime, criminal justice and social control
- Explain the relationship between theory, methodology and methods in criminological research and in the development of evidence based criminal justice policy
- Analyse the history, logics and processes of quantitative and qualitative social science research in criminology and in the operation of criminal justice
- Develop knowledge and understanding of how individuals work in various criminal justice and related organisations
- Demonstrate a critical understanding of the theories and concepts underpinning a chosen area of study
- Critically assess the research literature in a specific area of criminological and criminal justice interest
- Recognise, interpret and evaluate theories, concepts and research in defined areas at the forefront of criminology and criminal justice
- Apply established criminological theories and methods of inquiry to understanding and resolving new and unfamiliar criminological problems in areas of current research activity in criminology and criminal justice

## **Subject specific skills**

Successful students will be able to:

- Use appropriate bibliographic search tools to find relevant academic criminological, criminal justice policy, and related materials in hard copy and electronic formats
- Identify the main points of key theoretical, academic and policy texts and use them in developing arguments and making judgements about criminological and criminal justice related issues
- Present written work in criminology and criminal justice in an appropriate scholarly style using the Harvard system of citation and referencing
- Make use of research evidence, other data and some basic criminological theories in developing arguments and making judgements about criminological and criminal justice issues
- Distinguish between the principal approaches to the measurement of crime and victimisation and appreciate their use in relation to different forms of crime and criminal justice policy
- Evaluate criminological theories and apply them to the analysis of contemporary social problems, institutions and the operation of criminal justice.
- Recognise different approaches to social scientific research (including comparative analysis) and their usefulness in investigating different forms of crime, offending and victimisation
- Recognise and describe the contributions, complexities and limitations of a range of investigatory and evidence-gathering techniques
- Recognise and account for key theoretical approaches to explain punishment, and alternatives to punishment.
- Understand and account for the changing nature and scope of crime, punishment and sentencing.
- Describe the development and current organisation, governance and operation of official and unofficial responses to crime and victimisation, including policing, punishment and other approaches to preventing harm and ensuring personal safety
- Identify different representations of crime, victimisation and responses to them in the media and by agents of crime control.
- Develop practical skills that are relevant to doing criminal justice work
- Reflect on the legal and social justice contexts of doing criminal justice work
- Identify and evaluate the range of different strategies and approaches by which policing is undertaken, and the debates and controversies to which they have given rise
- Identify possible directions in which further empirical research and theoretical development might take place in areas of criminology and criminal justice at the forefront of the discipline
- Undertake further study at the forefront of the undergraduate study of criminology and criminal justice
- Formulate research questions and identify appropriate research strategies to address them
- Assess the usefulness of computer software in collating, retrieving and analysing research data
- Identify and assess the ethical issues that may arise in relation to criminological research
- Describe and make critical judgements about developments in current areas of research in criminology
- Communicate ideas informed by contemporary research and new developments in criminological theory both orally and in writing
- Manage their own learning making use of appropriate criminological and criminal justice materials in a current area of research activity

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

Successful students will be able to:

- Find and make use of information from a diverse range of sources using online search tools
- Reflect on and plan their own learning by acting appropriately on feedback on work
- Communicate ideas and arguments orally and in writing to an audience of their peers using appropriate visual presentation aids
- Evaluate and make use of abstract theories in analysing and resolving problems working alone and as a member of a team
- Communicate complex arguments supported by appropriate evidence both orally and in writing
- Design a research project and undertake a range of basic research tasks making appropriate use of information technology
- Present written work in an appropriate scholarly style using the Harvard system of citation and referencing
- Produce written work that is concise, well written and organised, clearly and persuasively argued and supported with relevant evidence drawn from a range of appropriately acknowledged sources
- Identify information gaps and develop strategies to fill them by locating and accessing additional information
- Locate, review and evaluate information and data on a research topic and apply to an analysis of the topic
- Work collaboratively and across disciplinary boundaries as a member of a team using materials from a range of sources in the social sciences, law and the humanities as well as from non-academic sources
- Prepare for future employability by enhancing a personal and career development portfolio
- Work productively in a largely unstructured context exercising initiative and personal responsibility
- Make decisions and plan activity in uncertain and unpredictable contexts

- Explain the methods used in investigating a specific research problem, acknowledging the problems and limitations
- Work as part of a team; learn to listen, understand, and respect the views of others; and to produce a collective output.
- Undertake an independent field- or library-based investigation on an applied criminal justice topic
- Become socially and politically aware, identify areas that require social reform, and develop skills to help enact positive social change
- Become a critical thinker, someone who challenges ideas, interprets and questions evidence
- Organise and plan time effectively, learning to prioritize tasks and activities, and to meet deadlines
- Interpret, evaluate and present numerical data, analyzing large and complex data sets in order to better understand a changing world.

### 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.

## 6. How is the programme taught?

Learning and teaching methods used on the programme vary according to the subject matter and level of the module. They include the following:

**Traditional lectures** where the lecturer provides students with a framework for reading and independent study. Some lecture classes may feature guest speakers working in the criminal justice system; others; involve video and audio presentations

**Interactive learning** in large classes where students have the opportunity to work together in smaller groups, interact with the lecturer and reflect on their own learning. Interactive lectures may involve the use of voting systems or involve students in a variety of other learning activities

**Seminar groups** where key issues can be discussed in greater depth in smaller groups of students. Students are expected to play a full part, and occasionally to lead, these discussions. Some seminars consist largely of student presentations and many are based on the application of criminological ideas to case studies drawn from the media and the findings of criminological research

**Workshops** are used for some modules and often have a more practical, task-based format, or integrate elements of seminars with elements of lecture input.

**Independent study** based on directed reading from text books, research monographs, academic journals, official government publications and the media

**Web-based learning** using the Keele Learning Environment (KLE) and Microsoft Teams and related MS programmes and services. The KLE is an online learning environment used to give students easy access to a wide range of resources and research tools, and as a platform for online discussions, quizzes, announcements and blogs

The **dissertation/independent study project** module in Criminology taken in the final year, gives students the opportunity to undertake a piece of independent research supervised and supported by a member of staff.

Apart from these formal activities, students are also provided with regular opportunities to talk through particular areas of difficulty, and any learning needs they may have, with their academic mentors or module leaders on a one-to-one basis. We are committed to ensuring that all students, including those with protected characteristics and beyond, can participate and thrive in every aspect of the educational experience and process.

These learning and teaching methods enable students to achieve the learning outcomes of the programme in a variety of ways. For example:

- Lectures and independent study allow students to gain a systematic understanding of criminological ideas and how they may be used to analyse a variety of contemporary social problems
- Seminars and online discussions provide opportunities for students to ask questions about, and suggest answers to, criminological problems in a responsible way, and to present their own ideas to members of

- staff and other students using an appropriate medium of communication
- Interactive lectures, seminars and web-based activities encourage students to reflect on their own learning and take responsibility for its development by addressing areas of difficulty, perhaps by discussing them with their fellow students or by getting additional help from a member of staff
- Undertaking a research dissertation with the support of an experienced and active researcher allows students to formulate relevant research questions and devise a feasible and ethically sound strategy for investigating them

Apart from these formal activities, students are also provided with regular opportunities to talk through particular areas of difficulty, and any special learning needs they may have, with their Academic Mentors or module lecturers on a one-to-one basis.

## 7. Teaching Staff

The permanent teaching staff on the Criminology & Criminal Justice Principal Programme currently consists of professors, senior lecturers, permanent and temporary lecturers and teaching fellows. Most members of staff other than teaching fellows have, or are working towards, doctorates (PhDs or the equivalent) in criminology, criminal justice or a closely related subject in law or the social sciences. As members of the Centre for Social Policy and the Keele Institute for Social Inclusion (KISI), they are all active researchers whose work across many different aspects of criminology has been widely published in books, research monographs and leading international journals. The staff group has extensive experience of teaching at undergraduate and postgraduate level at universities in the UK and abroad. Most members of staff hold accredited or recognised teaching qualifications and several are fellows or associates of the Higher Education Academy.

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.

## 8. 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 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.

### Global Challenge Pathways

This programme includes the option for you to take a Global Challenge Pathway. These modules offer you an exciting opportunity to work with students and staff from different disciplines to explore topical global issues such as power and conflict, health inequalities, climate change, generative AI, social justice, global citizenship, and enterprise from different perspectives.

Global Challenge Pathways can either be taken as one 15-credit module at Levels 4, 5 and 6, or one 15-credit module at Levels 5 and 6. For more information about our Global Challenge Pathways please visit:

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

### Modern Languages or Certificate in TESOL

Alternatively, you could choose to study modules with the University Language Centre. The Language Centre offers three pathways; The Language Specialist, The Language Taster, and The Trinity Certificate in Teaching English to Speakers of Other Language (TESOL). Language Centre modules are available separately for students at Level 4. At Levels 5 and 6 they are included within the Global Challenge Pathways.

If you choose the Language Specialist pathway, you will automatically be enrolled on a Semester 2 Modern Language module as a continuation of your language of choice as a faculty funded 'additional' module. Undertaking a Modern Languages module in Semester 2 is compulsory if you wish to continue to the Language Specialist Global Challenge Pathway the following academic year.

For more information about Language Centre option modules available to you please visit the following

webpages.

For new (Level 4) students please visit: <https://www.keele.ac.uk/study/languagecentre/>

For current (Level 5 and Level 6) students please visit: <https://www.keele.ac.uk/students/academiclife/global-challenge-pathways/>

---

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

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

Year	Compulsory	Optional	
		Min	Max
Level 4	105	15	15
Level 5	75	45	45
Level 6	45	75	75

---

## Module Lists

### **Level 4**

Compulsory modules	Module Code	Credits	Period
Understanding Crime, Understanding Criminal Justice	CRI-10022	30	Semester 1-2
Policing, Prevention and Punishment	CRI-10024	30	Semester 1-2
Murder, Death and Destruction	CRI-10026	30	Semester 1-2
Becoming a Social Scientist	SSC-10001	15	Semester 1-2

Optional modules	Module Code	Credits	Period
Imagining Social Order and Deviance	SSC-10002	15	Semester 2

### **Level 5**

Compulsory modules	Module Code	Credits	Period
Social Sciences at Work	SSC-20005	15	Semester 1
Social Science Research Methods and Data Analysis	SSC-20003	30	Semester 1-2
Challenges and Issues in Criminal Justice	CRI-20048	30	Semester 2

Optional modules	Module Code	Credits	Period
Crime across borders	CRI-20046	30	Semester 1
Prisons, Punishment, Probation	CRI-20044	30	Semester 2
Social Design	SOC-20079	15	Semester 2
Social Sciences Placement	SSC-20001	15	Semester 2

## Level 5 Module Rules

To ensure that BA Criminology and Criminal Justice students have a strong grounding in the study of Criminal Justice, at level 5 Challenges and Issues in Criminal Justice is compulsory for Criminology and Criminal Justice students - it is not compulsory for any other Criminology programmes.

For students taking Semester Abroad in semester two, an alternative 15-credit Research Methods module (SSC-20007 Social Science Methods) will be taken instead of SSC-20003.

## Level 6

Compulsory modules	Module Code	Credits	Period
Engaged Social Science	SSC-30005	15	Semester 1
Independent Study Project in Criminal Justice	CRI-30062	30	Semester 1-2

Optional modules	Module Code	Credits	Period
Policing the 21st Century	CRI-30074	30	Semester 1-2
Crime Prevention, Partnerships and Community Safety	CRI-30076	30	Semester 1-2
Harm, Justice Power	CRI-30078	30	Semester 1-2
Crime: from the everyday to the extremes	CRI-30080	30	Semester 1-2
Advanced Professional Placement in Social Sciences	SSC-30003	15	Semester 1-2
Beyond Human	SSC-30001	15	Semester 2

## Level 6 Module Rules

Students on the Criminology and Criminal Justice Programme must take the 30-credit Dissertation/Criminal Justice Research Project. They cannot take the Criminology Dissertation module that is compulsory for BA Criminology students. This is a barred combination.

In addition, Criminology and Criminal Justice students must select **at least** one 30-credit module that has been identified to maintain the distinctiveness of their programme route compared to single honours Criminology (although they may select more than one of these criminal justice modules): i.e. students must choose one or both of '*Policing the 21st Century*' and '*Crime Prevention, Partnerships and Community Safety*'.

## 9. Final and intermediate awards

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



<b>BA (Hons) Criminology &amp; Criminal Justice</b>	360 credits	You will require at least 120 credits at levels 4, 5 and 6  You must accumulate at least 270 credits in your main subject (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 this subject.
<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.

## 10. How is the Programme Assessed?

The 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 ensuring assessments are inclusive and authentic, 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 summative assessment strategy will be supported by formative work and is designed to introduce students to a range of authentic assessment types that will be developed throughout their criminology studies. The following list is representative of the variety of assessment methods used on your programme:

- **Seen, open-book and related examinations** in different formats test students' knowledge of criminological theories and the findings of criminological research and their ability to apply that knowledge responsibly in understanding social problems. Examinations may consist of essay, short answer, problem, case study and/or multiple choice questions.
- **Essays**, including those based on case study material, also test the quality and application of subject knowledge. In addition they allow students to demonstrate their ability to carry out basic bibliographic research and to communicate their ideas effectively in writing in an appropriate scholarly style using the Harvard system of referencing.
- **Reports, Critical Reviews**, and related 'applied' written work have 'authenticity' and employability in mind. Students might be asked to write an evidence-based policy report for example that has real world implications.
- **Class tests** taken either conventionally or online via the Keele Learning Environment (KLE) assess students' subject knowledge and their ability to apply it in a more structured and focused way.
- **Reviews** of other scholars' work test students' ability to identify and summarise the key points of a text and to evaluate the quality of arguments and the evidence used to support them. In the case of work based on empirical research, reviews also assess students' knowledge of research methodologies and their ability to make critical judgements about the appropriateness of different strategies for collecting and analysing data.
- **Research design projects**, data analysis reports and short research papers test student's knowledge of different research methodologies and the limits and provisional nature of criminological knowledge. They also enable students to demonstrate their ability to formulate research questions and to answer them using an appropriate strategy.
- **Oral and poster presentations and reports** assess students' subject knowledge and understanding. They also test their ability to work effectively as members of a team, to communicate what they know orally and visually, and to reflect on these processes as part of their own personal development.
- **Portfolios** may consist of a range of different pieces of work but routinely include a requirement that students provide some evidence of critical reflection on the development of their own learning and skills developed that could also be used to help with job applications.

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.

## 11. 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>	27.3%	72.7%	0%
<b>Year 2 (Level 5)</b>	26.7%	73.3%	0%
<b>Year 3 (Level 6)</b>	18%	82%	0%

## 12. Accreditation

This programme does not have accreditation from an external body.

## 13. 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'.

The Criminology and Criminal Justice programme is compliant with the code of ethics of the British Society of Criminology.

A student who has completed a semester abroad will not normally be eligible to transfer onto the International Year option.

## 14. Other Learning Opportunities

### Study abroad (semester)

Students on the programme have the potential opportunity to spend a semester abroad in their second year studying at one of Keele's international partner universities.

Exactly which countries are available depends on the student's choice of degree subjects. An indicative list of countries is on the website (<http://www.keele.ac.uk/studyabroad/partneruniversities/>); however this does not guarantee the availability of study in a specific country as this is subject to the University's application process for studying abroad.

No additional tuition fees are payable for a single semester studying abroad but students do 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 to 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.

Whilst students are studying abroad any Student Finance eligibility will continue, where applicable students may be eligible for specific travel or disability grants. Students studying in Erasmus+ destinations may be eligible for grants as part of this programme. Students studying outside of this programme may be eligible for 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.

## **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.

## **Other opportunities**

### **Work Placement Year**

Students have the opportunity to apply directly for the 4-year 'with Work Placement Year' degree programme or to transfer onto the 4-year degree 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 their year-long placement. Eligibility rules are included in the Annex.

Students wishing to take the work placement year should meet with the Programme Director to obtain their signature to confirm agreement before they will be allowed to commence their placement.

International students who require a Tier 4 visa must check with the Immigration Compliance Team prior to commencing any form of placement.

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

## **15. Additional Costs**

Students who conduct court observations or related fieldwork trips in the local area adjacent to Keele campus may incur public transport and/or parking costs, but these are not anticipated to be extensive. Students who elect to take and gain places on our work-based placement modules at level 5 and 6 may be expected to pay travel costs (usually one day weekly) to their placement. Distances vary and indicative distances range from 10 miles from Keele Campus to 40 miles (maximum). Opportunities are available to students, subject to availability and based on the number of partner agencies who offer such places, for work-based placements. Allocation for places is competitive, based on academic performance and selective application process. This usually involves the submission of an application and an interview process involving the host partners and administered by the programme.

These costs have been forecast by the University as accurately as possible but may be subject to change as a result of factors outside of our control (for example, increase in costs for external services). Forecast costs are reviewed on an annual basis to ensure they remain representative. Where additional costs are in direct control of the University we will ensure increases do not exceed 5%.

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.

## **16. Annex - International Year**

### **BA Criminology and Criminal Justice International Year**

<b>International Year Programme</b>
-------------------------------------

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.

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.

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.

### **International Year Programme Aims**

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:

1. Personal development as a student and a researcher with an appreciation of the international dimension of their subject
2. Experience of a different culture, academically, professionally and socially

### **Entry Requirements for the International Year**

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.

The criteria to be applied are:

- Academic Performance (an average of 55% across all modules in Semester 1 at Level 5 is normally required. Places on the International Year are then conditional on achieving an average mark of 55% across all Level 5 modules. 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)
- General Aptitude (to be demonstrated by application for study abroad, interview during the 2nd semester of year 2 (Level 5), and by recommendation of the student's Academic Mentor, 1st and 2nd year tutors and programme director)

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

### **Student Support**

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 Academic Mentoring 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.

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.

## 17. Annex - Work Placement Year

### BA Honours Criminology and Criminal Justice 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. The opportunity to carry out a long-term, placement-based learning experience between Years 2 and 3 of their degree programme
2. Enhanced employability
3. The opportunity to develop and consolidate the knowledge and skills they have gained during the course of their studies at Level 4 and 5.
4. A professional CV and portfolio that they can use when applying for employment

### **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'.
- Academic Performance (an average of 50% across all modules in Semester 1 at Level 5 is normally required. Places on the Work Placement Year are then conditional on achieving an average mark of 50% across all Level 5 modules. Students with up to 15 credits of re-assessment who meet the 50% requirement may progress to the Work Placement Year. Where no Semester 1 marks have been awarded performance in 1st year marks and ongoing 2nd year assessments are taken into account)
- 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.
- Two formal contacts with the student during the placement year: the University supervisor will visit the student in their placement organization at around 5 weeks after the placement has commenced, and then visit again (or conduct a telephone/video call tutorial) at around 15 weeks into the placement.
- 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. Understand the variety of ways in which skills developed during the study of Social Sciences can be deployed in non-academic contexts
2. Assess their own strengths and weaknesses in an employment context through a SWOT analysis, design learning outcomes, and reflect on their own progress throughout the module
3. Articulate their placement experiences effectively and critically reflect on their enhanced skill set in front of an audience
4. Understand the aims and priorities, as well as the strengths and possible limitations, of an external organisation and complete tasks as directed
5. Reflect on and critically evaluate their learning from the work placement, showing evidence that they have researched their sector and evaluated the effectiveness of their activities with this in mind

These learning outcomes will be assessed through the non-credit bearing Work Placement Year module (SOC-3051) which involves:

1. Supporting students in locating and securing a relevant work placement in any workplace where the research, analytical, and communication skills as a developed part of a Social, Political and Global Studies degree can be used
2. Students completing a SWOT analysis (strengths, weaknesses, opportunities and threats) at the beginning of the placement, reflecting on their employability skills in terms of their assessment of sector skill demands. This will be used to create Intended Placement Outcomes and contribute to Continuing Professional Development. The action plan will be negotiated and agreed by the student, module convenor and employer.
3. Students creating a professional CV and portfolio that can be used when seeking employment after graduation
4. Students completing a 15-20 minute presentation in June/July, critically reflecting on the activities/projects they have completed so far, and the skills they have learned/developed. The audience will primarily be other students on this module, to ensure shared experiences and to create connections in preparation for returning to Keele for third year (Level 6)
5. Students developing a heightened awareness of the various ways in which their knowledge and skills can be utilised in real-world situations

## **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 the zero-credit rated 'Work Placement Year' module (SOC-30051)
- 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.

## Version History

### This document

**Date Approved:** 10 March 2025

### Previous documents

Version No	Year	Owner	Date Approved	Summary of and rationale for changes
2	2024/25	CLARE GRIFFITHS		Changes to Level 5 modules approved by Faculty Education Committee, whilst ensuring distinctive pathways for the CCJ students compared to the Criminology students.
1	2024/25	CLARE GRIFFITHS	31 May 2024	