

Course Information Document: Undergraduate

For Academic Year 2025/26

1. Course Summary

Names of programme and award title(s)	BA (Hons) Liberal Arts BA (Hons) Liberal Arts with International Year (see Annex for details) BA (Hons) Liberal Arts with Work Placement Year (see Annex for details)
Award type	Single Honours
Mode of study	Full-time
Framework of Higher Education Qualification (FHEQ) level of final award	Level 6
Normal length of the programme	3 years; 4 years with the International Year between years 2 and 3
Maximum period of registration	The normal length as specified above plus 3 years
Location of study	Keele Campus
Accreditation (if applicable)	Not applicable
Regulator	Office for Students (OfS)
Tuition Fees	UK students: Fee for 2024/25 is £9,250* International students: Fee for 2024/25 is £19,500** The fee for the international year abroad is calculated at 15% of the standard year fee The fee for the work placement year is calculated at 20% of the standard year fee

Please note this document applies to Level 6 (Year 3) students in 2025/26

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

Liberal Arts is not like other degrees. Rather than focusing on one academic discipline, a Liberal Arts degree concentrates on the qualities that the student will have when they graduate. It offers a unique opportunity to develop critical and creative skills through study of a wide range of disciplines and approaches. The result is a challenging and engaging programme that contributes to the development of capable, and employable, citizen-graduates.

Keele was founded as a Liberal Arts university, applying the ethos of the Liberal Arts to learning across a range of disciplines over its 70 year history. For the first time, however, it is employing that extensive experience to offer a named 'Liberal Arts' degree. The result is a distinctive and inspiring programme designed to absorb and excite students over their years of study.

The programme offers students three main groups of skills. First, graduates of this programme will possess the traditional academic skills associated with most university degrees. Liberal Arts students think analytically, and critically, developing reasoned arguments on the basis of evidence. At Keele, they will be equipped with research skills, appreciating the range of methods and approaches to understanding the world that different subjects have to offer. They become self-reliant, independent learners. Second, Liberal Arts students are engaged with the environment around them, whether local, regional or global and equipped with the practical skills to address problems within that environment. They approach problems open-mindedly and in the spirit of inquiry, bringing a powerful combination of creativity and problem-solving approaches to find solutions. They see the world from many different perspectives and maintain an openness to new ideas. Third, Liberal Arts students are effective communicators, confident in their self-expression when dealing with a range of formats and audiences.

The Keele Liberal Arts programme employs a series of approaches to help students develop these skills. Primarily, the programme is designed to expose students to a broad range of ideas and challenges. Much of the approach is based on inter-disciplinarity: the use of approaches from a range of different academic disciplines, either singly or in combination, as analytic tools. Students will be exposed to a wide range of disciplinary perspectives, theories and methods that they will be encouraged not only to explore in detail, but also to use and apply in analysing and understanding the complexity of the contemporary world. That is, in order to 'know' the world there is a need to apply knowledge and understanding, techniques and methods that are developed from arts, humanities and social science disciplines. An inter-disciplinary programme tests and develops the capacity of bright students, encouraging students to juggle multiple perspectives on any problem. Keele students are introduced to both disciplinary and inter-disciplinary thinking. This is achieved through a carefully calibrated balance of core and elective modules. The core modules demand that students engage with a range of activities traditionally associated with Liberal Arts training: inter-disciplinary work, systems thinking, creativity, innovation and problem-solving. The core modules also demand engagement with specific disciplinary interests useful to underpinning the breadth required for Liberal Arts thinking. These core modules are complemented by allowing students to make a range of elective choices, with guidance toward a discipline-based 'concentration'. The programme is designed to generate a synthesis between the Liberal Arts approach and the greater degree of disciplinary specialisation with a particular view to positioning the students to complete an original final-year dissertation sustained by these different perspectives.

Research skills are also central to the programme. Keele's rich research culture, which features particular strength in inter-disciplinary work, provides an excellent foundation for research-led learning and teaching. Students will have the opportunity to become adept at understanding the strengths and weaknesses of different approaches to research and at designing their own research projects. With focus on training for the final-year dissertation integrated into the programme, the aim is to equip students with research skills and position them, should they choose to study for an extra year, to graduate as a Master in Liberal Arts.

Students are also engaged with major challenges faced by our local, regional and global societies. The programme is based within Keele's Institute for Liberal Arts and Sciences (ILAS), which hosts the 'Grand Challenges' Lecture Series on contemporary issues. Hence ILAS helps to sustain the intellectual breadth of the programme, providing the lectures for students to attend as part of the programme's engagement with real-world problems.

While research skills and inter-disciplinarity are useful foundations in attempts to search for answers to these problems, Liberal Arts students are also equipped with more practical skills. Problem-solving and creativity are

both key elements in designing responses to whatever challenges our students might face in later life, so these are highlighted within the Liberal Arts course. In the second year of study, students take modules designed to develop these particular skills.

With our long-established expertise in delivering multi- and inter- disciplinary programmes, rich research culture and commitment to teaching and learning, Keele offers a unique and stimulating approach to the liberal arts.

4. Aims of the programme

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

- develop traditional academic skills of evidence gathering, the handling and processing of information, argument and communication
- develop research skills
- develop creative and practical problem-solving skills
- expand imagination and nurture curiosity, so as to develop life-long learning habits

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:

- Engage with the key concepts, approaches and methods of the Liberal Arts e.g. inter-disciplinarity, inter-relatedness, connectivity and complexity
- Reflect upon the contested nature and problematic character of inquiry in the Liberal Arts
- Demonstrate understanding and knowledge of decision-making techniques
- Articulate key theories of creativity
- Engage with major social and economic challenges
- Engage with conceptual frameworks such as "wicked problems" that formalise how we think about difficult and complex problems considered major societal challenges
- Communicate understanding of societal challenges effectively using explicit reference to conceptual frameworks and evidence.

Subject specific skills

Successful students will be able to:

- apply concepts, theories, methods and practices used in the Liberal Arts
- gather, select and organise evidence, data and information from a variety of secondary and primary sources
- interpret, analyse and deploy that evidence, data and information
- synthesise relevant information, exercise critical judgement and construct reasoned argument
- conceive, develop and deliver creative projects
- identify, investigate, analyse, formulate and advocate solutions to problems
- design, conduct and report on their own research using relevant concepts, suitable methods of investigation and appropriate techniques of scholarship

Key or transferable skills (including employability skills)

Successful students will be able to:

- think critically, independently and creatively
- apply cross-disciplinary thinking
- pursue research projects using social science methods
- deploy information literacy skills
- develop a systematic approach to addressing a given problem and identify creative solutions
- communicate effectively and fluently in speech and writing
- work independently, demonstrating initiative, self-organisation and time management, to become a mature,

- independent learner
- develop a range of cognitive and social skills relevant to their intellectual, vocational and personal development
- become informed and active citizens

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?

Much of the programme is underpinned by innovative teaching. The learning and teaching methods enable students to achieve the learning outcomes of the programme in a variety of ways.

- The programme uses a '**living labs**' approach, by which field trips engage students with local issues and their potential solutions. Students can pursue hands-on research into Britain's industrial history and current/future-oriented issues of economic regeneration, social challenges and environmental sustainability. Delivering the programme through real world locations, events, issues and problems enables students to apply critical thinking, creative practice and data collection and analysis with an eye to the practical application of their ideas and research. Ultimately, students will have a holistic learning experience that will encourage a sophisticated and sensitive approach to the world.
- '**Learning set**' meetings with a tutor-facilitator are also an important part of the programme, providing an opportunity for students to develop their communication skills and pursue interest in contemporary issues. These groups meet regularly for discussions focused on the students' personal and intellectual development through discussion of programme seminars, current events and core module content.
- **Tutorials and seminars** where key issues can be discussed in more depth. Students are expected to play a full part in, and occasionally to lead, these discussions, either individually, or as part of a small team. Some tutorials and seminars involve presentations (from individual students or students working in small teams). Seminars and tutorials provide opportunities for students to ask questions about, and suggest answers to, problems encountered and to present their own ideas
- **Interactive workshops**; where students in large classes have the opportunity to work together in smaller groups, interact with the lecturer and reflect on their own learning. Workshops 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 staff
- **Traditional lectures**; where the lecturer provides students with a framework for reading and independent study. Most lecturers employ presentation software such as MS PowerPoint, while sometimes also making use of video and audio presentations. Lectures allow students to gain a systematic understanding of both key theoretical approaches and fundamental concepts
- **Independent study**; based on directed reading from text books, research monographs, academic journals, official government publications, the printed media and appropriate sources deployed on the web. When combined with lectures, independent study is an integral part of developing proper understanding of key concepts, approaches and debates in the field
- **Web-based learning** using the University's virtual learning environment (KLE). The KLE gives students easy access to a wide range of resources and research tools to assist their studies, and can be used as a platform for online discussions, quizzes and blogs
- **Dissertations**; the dissertation double module provides the opportunity to receive training in designing a research project and then implementing it independently. Undertaking a research dissertation with the supervision and support of experienced and active researchers from our staff allows students to formulate relevant research questions and devise a feasible and ethically sound strategy for answering 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 teaching of the Liberal Arts programme is drawn, as befits a multi- and inter-disciplinary degree, from across the Faculty of Humanities and Social Sciences. The permanent teaching staff of the faculty as a whole currently consists of professors, staff members at Reader or Senior Lecturer level and lecturers. A vast majority of the staff have doctorates (PhDs or the equivalent) in their subjects and almost all are active researchers whose

work, across many different subjects, 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 in universities in the UK, continental Europe, North America and Australasia. All members of staff complete appropriate training as part of their induction to university teaching and many are members or associates of the Higher Education Academy and/or have a formal teaching qualification.

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

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. 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 6	15	105	105

Module Lists

Level 6

At Level 6 (Year 3), all students will take the compulsory module across Semester 1 and 2 and take the Dissertation module and/or the Creative Project module (double modules worth 30 credits taught over both semesters).

In terms of optional modules, students may choose from modules offered across HUMSS (subject to prerequisites and barred combinations).

Compulsory modules	Module Code	Credits	Period
Grand Challenges in Society	LIB-30001	15	Semester 1-2

Optional modules	Module Code	Credits	Period
The American South: US Summer School (Level 6)	LIB-30004	15	Semester 0
Independent Study Project - Creative Project	LIB-30002	30	Semester 1-2
Independent Study Project - Dissertation	LIB-30003	30	Semester 1-2

Level 6 Module Rules

Either LIB-30003 Independent Study Project - Dissertation or LIB-30002 Independent Study Project - Creative Project must be taken.

Additional optional module information - all Levels

Optional Choices and Taking a 'Concentration' in Liberal Arts (note that modules listed below are indicative; specific module choices may vary from year to year)

The Faculty of Humanities and Social Sciences offers an extraordinarily broad range of optional modules. As illustrated above, Liberal Arts students choose optional modules to supplement the core provision in Liberal Arts. These choices are an integral part of the Liberal Arts programme. The choices available to students cover the entire range of programmes offered by the faculty. Some modules from programmes such as Geography may also be available. It is integral to our Liberal Arts approach that students will be able to choose modules from any of these subject areas, so most modules in the faculty will be available to Liberal Arts students as optional choices.

9. Final and intermediate awards

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

Honours Degree BA (Hons) Liberal Arts	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.
Diploma in Higher Education	240 credits	You will require at least 120 credits at level 4 or higher and at least 120 credits at level 5 or higher
Certificate in Higher Education	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 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 following list is representative of the variety of assessment methods used on your programme:

- **Essays** allow students to demonstrate their ability to articulate ideas clearly using argument and reasoning skills and with close reference to the contexts and critical concepts covered in the modules. Essays also develop and demonstrate research and presentation skills (including appropriate scholarly referencing)
- **Oral and poster presentations** assess students' subject knowledge and understanding. They also test their ability to communicate what they know orally and visually, and to reflect on these processes as part of their own personal development. Presentations may be set as individual or group tasks, the latter demanding that students work effectively as members of a team
- **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
- **Reviews (e.g. Research Analysis)** 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
- **Creative Briefs** require a student to design and deliver an original creative project, often with extended critical commentary on the creative process involved
- **Problem-Based Learning Exercise Reports and Policy Reports** assess student's ability to present materials coherently in support of a particular position among many. These reports are usually pitched to persuade a specific audience, often a senior decision-maker
- **Dissertations and Research Reports** enable students to explore in depth an area of particular interest through a substantial piece of focused research and writing, and test their ability to formulate and answer research questions

Many elective modules in the Faculty of Humanities and Social Sciences, which may be taken as part of the Liberal Arts programme, will deploy other forms of assessment, including the following

- **Unseen closed and open book examinations** in different formats test students' knowledge and understanding of the subject. Examinations may consist of essay, short answer and/or multiple choice questions, and paper comprehension
- **Laboratory reports** - structured proformas and full lab reports are formal summaries of work carried out in the laboratory and test students' understanding of the practical aspects of the programme and develop the skills necessary to enable students to present and analyse their results
- **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
- **Research projects** test student's knowledge of different research methodologies and the limits and provisional nature of knowledge. They also enable students to demonstrate their ability to formulate research questions and to answer them using appropriate methods
 - **Peer assessment:** In some cases students will be involved in marking other students' work, usually with a prescriptive marking guide. This helps students to appreciate where marks are gained and lost and gives them the opportunity to see the common mistakes made by other students

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

	Scheduled learning and teaching activities	Guided independent Study	Placements
Year 1 (Level 4)	23.9%	76.1%	0%
Year 2 (Level 5)	21.5%	78.5%	0%
Year 3 (Level 6)	23.9%	65.9%	10.2%

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/>

Students completing Level 5 successfully may be eligible to transfer into the Integrated Masters in Liberal Arts (M. LibArts.). This programme involves a Level 6 year in parallel to BA Liberal Arts provision, but then offers a further year's study at Master's Level. Please see the Programme Specification for the M. LibArts. for further details of the Integrated Masters programme.

Students will be eligible to transfer from the BA in Liberal Arts route into the M. LibArts. programme if they have completed Level 5 obtaining an average of at least 50% across all FHEQ Level 5 modules. The transfer of course registration will be completed before commencing study at Level 6.

14. Other Learning Opportunities

Note regarding Study abroad (semester)

Single semester study abroad is not available to students on this programme.

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.

Enhanced Degree: With Language Competency/With Advanced Language Competency

Liberal Arts students successfully completing a series of language elective modules have the opportunity to gain an enhanced degree title including their language competency such as, "BA (Hons) Liberal Arts with competency in Japanese". Further information can be found at this link:

<https://www.keele.ac.uk/study/languagecentre/modernlanguages/enhanceddegreetitles/>. Students taking language modules of at least 60 credits* counting towards their main degree at Keele, and successfully completing minimum stage 6 in the chosen language, will be awarded an enhanced degree title with the designation 'with competency in [Language]'. Students taking language modules of at least 60 credits* counting towards their main degree at Keele, and successfully completing stage 10 in the chosen language, will be awarded an enhanced degree title with the designation 'with advanced competency in [Language]'.

**For students starting their degree programme from 2022 onwards the requirement to complete 4 modules (60 credits) in your chosen language for the enhanced degree title will change to completing 3 modules (45 credits) in your chosen language.*

15. Additional Costs

a. Creative Projects

Students will be offered the opportunity to undertake a range of creative projects as part of modules within the course. Some of the options available may involve incurring additional costs, such as those for raw materials e.g. artistic materials, or for integral parts of the project's preparation e.g. film editing. Students will be offered options which do not incur extra costs e.g. creative writing, for their assessments. Some projects may be funded through specific grant schemes run within the university to support the academic development of undergraduates.

b. Field Trips

There are a number of field trips within the programme and a budget has been allocated to allow the programme to cover travel costs and subsidise entry 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.

16. Annex - International Year

BA (Hons) Liberal Arts with International Year

International Year Programme
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

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

Liberal Arts with Work Placement Year

Work Placement Year summary

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

Students are responsible for securing their placement to enable complete flexibility in terms of when and where the placement is conducted, taking into consideration potential living and travel expenses which may be incurred, for which the student responsible. However, students are supported throughout the process by the School, Keele Careers and Employability team, and various other departments across the university.

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. A professional CV and portfolio that they can use when applying for employment (see below)

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 any point prior to undertaking the year-long work placement. 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 and/or training 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 are permitted to undertake a placement, however 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 or contact them virtually in their placement organization at around the 5 weeks after the placement has commenced, and then visit again or contact them virtually at around 15 weeks into 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 Humanities subjects 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 reflect on their enhanced skill set in front of an audience, using visual aids
4. Understand the aims and priorities, as well as the strengths and possible limitations, of an external organisation and design and complete activities/projects/materials that recognise and support these
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 (ENG-30090) 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 Humanities 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 (ENG-30090)
- In order to ensure a high-quality placement experience, each Placement is required to satisfy an approval process including a Health & Safety Checklist completed by the Placement Provider. Each party (Placement Provider, Student and University) will agree and sign a Learning Agreement outlining the rights and responsibilities associated with their participation in the Placement Year.
- Once a student has been accepted by a placement organisation, the student will inform the University as soon as possible. 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; for more information please contact Student Services.

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. Whilst on Placement students are still classed as full-time students and so eligible for Council Tax exemption, student discounts for travel etc

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: 14 March 2025

Previous documents

Version No	Year	Owner	Date Approved	Summary of and rationale for changes
1	2024/25	ANTHONY KAUDERS	03 June 2024	Added ENG-30090 to LV4 SEM2
1	2023/24	DAVID BALLANTYNE	08 February 2023	
1	2022/23	DAVID BALLANTYNE	27 January 2022	
1	2021/22	ROB STANNARD	05 February 2021	
1	2020/21	ROB STANNARD	13 May 2020	
2	2019/20	ROB STANNARD	12 May 2020	Module changes at Levels 4 and 5, approved via a Major Modification
1	2019/20	SARAH ROBERTS	06 September 2019	