

Programme Specification: Undergraduate

For students starting in Academic Year 2017/2018

1. Course Summary

Names of programme(s) and award title(s)	BSc (Hons) Forensic Science BSc (Hons) Forensic Science with International Year (see Annex A for details)
Award type	Single Honours
Mode of study	Full time
Framework of Higher Education Qualification (FHEQ) level of final award	Level 6
Duration	3 years 4 years with International Year
Location of study	Keele University – main campus
Accreditation (if applicable)	Accreditation for this programme will be sought from the Chartered Society of Forensic Sciences upon completion of a full teaching cycle in 2017/18. This is a requirement of the society.
Regulator	Higher Education Funding Council for England (HEFCE)
Tuition Fees	UK/EU students: Fee for 2017/18 is £9,250* International students: Fee for 2017/18 is £15,250** The fee for the international year abroad is calculated at 15% of the standard year fee
Additional Costs	Refer to section 18

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.

2. What is a Single Honours programme?

The Single Honours programme described in this document allows you to focus more or less exclusively on Forensic Science. In keeping with Keele's commitment to breadth in the curriculum, the programme also gives

* 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/>

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you the opportunity to take some modules outside Forensic Science, 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

This undergraduate honours degree programme aims to provide an education in the core areas of forensic science together with a theoretical and practical understanding of those analytical techniques that are of particular importance to the analysis of forensic evidence. The core curriculum encompasses key topics in forensic chemistry, forensic biology and criminalistic science. At levels 5 and 6 additional emphasis is given to towards professional forensic practice, crime scene investigation and expert witness skills.

4. Aims of the Programme

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

- engender and develop an enthusiasm for forensic science and provide an intellectually stimulating and beneficial learning experience
- gain an education to honours degree level in key areas of analytical science, forensic chemistry, forensic biology and criminalistics, underpinned by appropriate aspects of the core physical, biological and mathematical sciences
- develop knowledge and experience of techniques relevant to forensic analysis and their practical application across a range of relevant materials and samples
- develop an understanding of continuity of evidence and how the crime scene, the laboratory and the court contribute to the forensic and legal process
- foster an awareness of and engagement with methods and techniques within forensic science, some of which are informed by current research
- develop practical, analytical, problem-solving and quantitative skills within forensic science, including those related to experimental data analysis and the evaluation of evidence;
- develop written and oral reporting skills and the ability to convey scientific outcomes to both scientists and non-scientists;
- research, devise, plan, execute and report on an original investigation or research project within the discipline;
- acquire a clear understanding of the context within which the professional forensic scientist operates and recognition of the constraints and opportunities which that implies, including legal and ethical issues;
- develop subject-specific knowledge and a range of technical and transferrable skills to enable entry to employment across a range of science-based and other graduate occupations;
- develop a range of generic skills appropriate to the scientific professions including the ability to engage in independent learning;

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, understanding and skills

Subject knowledge in forensic science is structured from two perspectives. Firstly, the breadth and substance of the discipline encompasses knowledge and understanding of the variety of evidence types requiring characterisation by chemical, biological, physical or other means. Secondly, the forensic process requires knowledge of and skills in the three thematic areas of (i) the crime scene, (ii) laboratory analysis and (iii) in the interpretation and evaluation of evidence. Underpinning all of this is a good, broad understanding of key concepts in the core sciences and mathematics.

Successful students will be able to:

- Describe and explain the principles of forensic chemistry, criminalistic science, analytical science and selected topics in forensic biology and statistics, and possess competence in applying these principles to appropriate areas of the discipline
- Identify a range of instrumental and other techniques, use them to analyse materials relevant to forensic science, and appreciate their limitations
- Solve problems within forensic science by drawing on their scientific understanding and knowledge, and experience of experimental techniques
- Maintain an awareness of and engagement with methods and techniques within forensic science, some of which are informed by current research
- Execute practical work and critically analyse the results from experiments or investigations and draw valid conclusions
- Describe and explain the principles and procedures for crime scene investigation
- Interpret and evaluate the significance of the results of a forensic investigation in the context of the circumstances of the crime, using appropriate statistical tools where necessary
- Describe the place of forensic science within the legal framework and the role of the expert witness in court
- Prepare a written statement of expert testimony and defend it under cross-examination in a court setting
- Research, devise, plan, execute and report on an original investigation or research project within the discipline
- Work safely in the laboratory and manage risk assessments and other practices in a competent fashion
- Select and utilise appropriate software, databases and other digital resources for the analysis and interpretation of instrumental and other laboratory data
- Describe the legal and ethical issues which constrain the practice of the professional forensic scientist

Generic, intellectual and transferrable skills, including employability skills and attitudes

Successful students will be able to:

- Solve familiar and unfamiliar problems by clearly formulating the problem, identifying the issues and generating different approaches to its solution
- Analyse, synthesise and summarise data and information critically and appreciate its limitations
- Assess the merits of contrasting theories, explanations and strategies
- Make critical judgements by acquiring a range of evidence and information then formulating and testing hypotheses
- Present concepts and information in a clear and concise manner, both orally, in writing and by other means and to interact and communicate effectively with scientific and non-scientific audiences
- Work both independently and as part of a team, to plan, organise and perform work efficiently and conscientiously in a timely way, and meet appropriate deadlines
- Take responsibility for their own learning and be able to reflect upon that learning
- Utilise a range of IT skills, including the use of databases, software packages and modern methods of communication
- Work within an ethical framework and according to ethical, honest and acceptable practices

Keele Graduate attributes

Engagement with this programme will enable you to develop your intellectual, personal and professional capabilities. At Keele, we call these our ten Graduate Attributes and they include independent thinking, synthesizing information, creative problem solving, communicating clearly, and appreciating the social, environmental and global implications of your studies and activities. Our educational programme and learning environment is designed to help you to become a well-rounded graduate who is capable of making a positive

and valued contribution in a complex and rapidly changing world, whichever spheres of life you engage in after your studies are completed.

Further information about the Keele Graduate Attributes can be found here: <http://www.keele.ac.uk/journey/>

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:

- Lectures, including those from guest speakers from the profession
- Tutorials
- Practical laboratory classes
- Practical simulated crime scene examination (indoor and outdoor)
- Problems classes
- Oral presentations Poster presentations
- Presentation and cross-examination in a mock court setting
- Mini-projects
- Group/ team work
- Independent project work
- Literature research tasks
- Expert witness statement preparation
- Case studies
- Workshops
- Problem-based learning
- Directed reading
- Independent study
- Use of e-learning/the Keele Learning Environment (KLE)

The lectures describe, explain and map out the academic content of modules as well as engendering and developing an enthusiasm for forensic and analytical science. Through examples and case studies discussed in the lectures, students develop critical skills in reviewing ideas, principles and applications. Informal tutorials provide occasional small group support to material discussed in lectures and problem classes have a dual role, firstly in enabling students to apply theoretical ideas to new problems and secondly, to allow the tutor to provide formative feedback on the students' learning during these activities.

Forensic science is a laboratory-based discipline and practical work is closely tied to the lectures thus enabling students to gain competence and confidence in the investigation and analysis of forensic evidence, using laboratory instrumentation as well as developing a critical awareness of the range of techniques available, their capabilities and limitations. Students working in the laboratory quickly gain an understanding of health and safety issues, manage risk assessments, maintaining accurate and informative laboratory notes and working with others in a safe and productive fashion. In a similar way, through small-group, tutor-guided exercises and team-led investigations in indoor and outdoor simulated crime scenes, students apply the principles and procedures of crime scene investigation to novel incidents, develop practical skills and learn how to implement a forensic strategy and ensure a rigorous chain of custody.

In working with laboratory data, students develop skills and confidence in data analysis, the use of software tools and databases and in communicating the outcomes of such work in the form of reports, oral presentations and as conference posters. They will also develop skills in working within small groups of various sizes in laboratory mini-projects, CSI teams, a fieldwork exercise and a large-scale team project.

In preparing expert witness statements and through the presentation and cross-examination within the mock court, students develop understanding of the place of the forensic and investigative sciences within the legal framework, the role of the expert witness in court and some of the legal and ethical issues which constrain the practice of the professional forensic scientist.

By engaging in literature research tasks and through directed reading, students will advance their own understanding of the discipline, develop critical abilities, appreciate the limitations of information and assess the merits of contrasting theories, explanations and strategies. Through working on all assignments, students will develop organisational skills, efficient working practices and the ability to meet appropriate deadlines.

Through project work, students will research, devise, plan, execute and report on an original investigation within the discipline either as an individual or as part of a team. They will work safely in the laboratory and engage in ethical, honest and acceptable practices throughout.

Throughout the programme students will undertake independent study that will require them to develop an adaptable and flexible approach to study, work and work-life balance. They will need to work towards identified targets for their own academic development, take responsibility for their own learning and thereby develop confidence in their own understanding and acquire a self-critical attitude to their own work and achievements. Consequently each student will develop practices which will enable them to engage with ongoing professional development throughout their careers.

All staff use the Keele Learning Environment to post learning resources for the modules on which they teach; these include lecture notes, module and laboratory handbooks, problem sheets, past exam papers, web-links to external resources, assignment briefs, assignment feedback and in some cases quizzes. Many staff also use the KLE for electronic submission of work, marking and feedback.

7. Teaching Staff

The teaching and research profiles of the current staff that deliver and support the BSc Forensic Science programme can be found at: <http://www.keele.ac.uk/forensic/people/>

There are a number of additional guest lecturers from the profession who contribute either a single or a short series of lectures, workshops or practical classes across the programme in topics such as crime scene examination, fire scene investigation and forensic anthropology. The Forensic Science academic staff have expertise and interests across the forensic sciences as well in chemistry and earth sciences. Most academic staff are active researchers in the forensic, analytical and chemical sciences and many have a distinguished track record in publication, the generation of grant income, industrial collaboration and as research journal reviewers. Several staff have particular interests in the development of teaching and learning methods within forensic and chemical sciences education and some are members of and active in the professional bodies for the forensic and chemical sciences. A number of staff are Fellows of the Higher Education Academy, have held Keele Teaching and Learning Awards and, within the School, several have been awarded the University Teaching Excellence Award. Additionally, the majority of staff contribute to widening participation and science outreach activities, and have demonstrated innovation and good practice in teaching and learning to take into account the diverse needs of all students.

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 four types of module delivered as part of this programme. They are:

- Compulsory core module – a module that you are required to study on this course;
- Optional core module – these allow you some limited choice of what to study from a list of modules;
- Programme approved elective module – subject-related modules that count towards the number of subject credits required by your degree;
- Free-standing elective module – a free choice of modules that count towards the overall credit requirement but not the number of subject-related credits.

Year 1 (Level 4)

At level 4 the fundamentals of forensic science, forensic chemistry, forensic biology and analytical science are presented and explained and basic laboratory and transferred skills are developed.

Compulsory Core modules	Credits	Programme Approved Elective modules	Credits
Chemical Science principles	15	Investigating Crime: Criminological Perspectives	15
Forensic Science principles	15	Punishment: Beyond the popular imagination	15
Understanding Crime	15		
Cybercrime	15		
Forensic Analysis	15		
Forensic Identification	15		
Free standing elective	15		
Free standing elective	15		

Year 2 (Level 5)

At level 5 some of the key sub-disciplines within forensic science, forensic biology and analytical chemistry are presented and explained, practical laboratory skills, a variety of communication skills and generic skills developed.

Compulsory Core modules	Credits	Programme Approved Elective modules	Credits
Spectroscopy and Advanced Analysis	15	Policing and the Police	15
Forensic Genetics	15		
Forensic Document Analysis	15		
Criminalistic Methods	15		
Drugs of Abuse	15		
Digital Forensics	15		
Forensic Anthropology and Entomology	15		

Year 3 (Level 6)

At level 6 students engage with more advanced topics in forensic science, undertake a team-based research project, critically explore the research literature and develop their generic and subject-specific skills to a more advanced level.

Compulsory Core modules	Credits	Programme Approved Elective modules	Credits
Forensic Toxicology	15		
Evaluation of Evidence: Explosives and Arson	15		
Forensic Geoscience	15		

Advanced Topics in Forensic Science	15		
Forensic Science Team Project	15		
Interpretation, Evaluation and Presentation of Evidence	30		
Forensic Science Dissertation	15		

For further information on the content of modules currently offered please visit:

www.keele.ac.uk/recordsandexams/az

Learning Outcomes

The table below summarises what students learn in each year of the Programme, the modules in which that learning takes place, and the main ways in which students are assessed on their learning; further details are provided in individual module descriptions.

Level 4 : Year 1		
Learning Outcome	Module in which this is delivered	Principal forms of assessment (of the Level Outcome) used
Know the underlying concepts in and principles of forensic and analytical science and an ability to evaluate and interpret these	All outcomes delivered across all modules: Chemical Science Principles Forensic Science Principles Forensic Analysis Forensic Identification	End of module examinations
Be able to present, evaluate and interpret qualitative and quantitative data		Class tests
Be able to use basic theories and concepts within forensic and analytical science to develop arguments, make judgements, and evaluate different approaches to solving problems		Problems sheets
Can communicate the results of work accurately and reliably, with structured and coherent arguments		Laboratory Proformas and Reports
Have started to acquire some of the qualities and transferable skills necessary for employment requiring the exercise of some personal responsibility		Practical examination
		Essay
		Oral presentation
Level 5 : Year 2		
Learning Outcome	Module in which this is delivered	Principal forms of assessment (of the Level Outcome) used
Know and critically understand the well-established principles of forensic and analytical science, their development, the limits of that knowledge and how that influences analyses and interpretations based on that knowledge	All outcomes delivered across all modules: Criminalistic Methods Advanced Spectroscopic Analysis Drugs of Abuse	End of module examinations
		Class tests
		Problems sheets
		Laboratory Proformas and Reports

Can apply underlying concepts in and principles of forensic and analytical science outside the context in which they were first studied	Forensic Genetics Forensic Document Analysis Digital Forensics	Group mini-project report
Know the main methods of enquiry in forensic and analytical science and be able to critically evaluate different approaches to solving problems	Forensic Anthropology and Entomology	
Can use a range of forensic and analytical techniques to undertake a critical analysis and to propose solutions based on the outcome of that analysis		
Have acquired skills in the exercise of personal responsibility and decision-making		
Can effectively communicate information, arguments and analysis in a variety of forms to specialist and non-specialist audiences in an effective manner	Criminalistic Methods Advanced Spectroscopic Analysis Drugs of Abuse Forensic Genetics	Oral cross-examination Laboratory reports Poster presentation Viva assessment Court witness statement Group presentation
Level 6 : Year 3		
Learning Outcome	Module in which this is delivered	Principal forms of assessment (of the Level Outcome) used
Has a systematic understanding of key aspects of forensic and analytical sciences, including acquisition of coherent and detailed knowledge, at least some of which is at, or informed by, the forefront of defined aspects of a discipline	Forensic Toxicology Team Project Interpretation, Evaluation and Presentation of Evidence Forensic Dissertation Forensic Geoscience Advanced Topics in Forensic Analysis	End of module examinations Class test Laboratory reports Case studies Research paper reviews Dissertation Viva examination Court expert witness statement Court presentation and cross-examination Crime scene investigation reports Team project report Technical leaflet
Has a conceptual understanding that enables the student to devise and sustain arguments, and/or to solve problems in the forensic science, using ideas and techniques, some of which are at the forefront of a discipline		
Possesses an appreciation of the uncertainty, ambiguity and limits of knowledge		
Can describe and comment upon particular aspects of current research, or equivalent advanced scholarship, in the discipline		
Can manage their own learning, and to make use of scholarly reviews and primary sources (for example, refereed research articles and/or original		

materials appropriate to forensic science).		
Evaluate arguments, assumptions, abstract concepts and data (that may be incomplete) in a critical fashion , to make judgements, and to frame appropriate questions to achieve a solution - or identify a range of solutions - to a problem		
Can exercise initiative and personal responsibility, exercise decision-making in complex and unpredictable contexts and appreciate need to undertake professional development	Team Project Interpretation, Evaluation and Presentation of Evidence	Team project interviews Project report Crime scene investigation reports Court expert witness statement Court presentation and cross-examination
Can apply the methods and techniques that they have learned, to review, consolidate, extend and apply their knowledge and understanding, and to initiate and carry out projects	Team Project Interpretation, Evaluation and Presentation of Evidence Forensic Dissertation	Team project interviews Project report Court expert witness statement Court presentation and cross-examination Dissertation Viva examination
Can communicate information, ideas, problems and solutions to both scientific and non-scientific audiences	Team Project Interpretation, Evaluation and Presentation of Evidence Forensic Dissertation Forensic Geoscience Advanced Topics in Forensic Analysis	Research paper reviews Dissertation Viva examination Team project report Technical leaflet Crime scene investigation reports Court expert witness report Court presentation and cross-examination

9. Final and intermediate awards

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

Honours Degree	360 credits	You will require at least 120 credits at levels 4, 5 and 6 You must accumulate at least 255 credits in Forensic Science (out of 360 credits overall), with at least 60 credits in each of the three years of study, to graduate with a named single
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		honours degree in Forensic Science.
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

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

10. How is the Programme assessed?

The wide variety of assessment methods used within Forensic Science 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 within Forensic Science:

- **Class tests** assess the understanding of concepts and the application of theories to solve familiar and unfamiliar problems. They also allow students to experience time-constrained assessment as well as acting to provide feedback on their progress.
- **End of module examinations** test the ability of the student to describe, explain, and critically discuss the principles of forensic chemistry, criminalistic science, analytical science and selected topics in forensic biology and to demonstrate competence in applying these principles to applications and to solve problems from appropriate areas of the discipline.
- **Problems sheets** and **data analysis exercises** assess the student's skills in solving numerical and other problems within forensic science by drawing on their scientific understanding and knowledge, and experience of experimental techniques.

Throughout the extensive laboratory and other practical work in this programme, many types of assessment are utilised to achieve the learning outcomes.

- **Laboratory diaries** (notebooks) are used to communicate the results of work accurately and reliably and to encourage good working practice, including managing risk assessments and following safe working practices. Together with **laboratory pro-formas**, they allow students to demonstrate their skills in the critical analysis and interpretation of data, test the uncertainty in knowledge and show the ability to draw valid conclusions from their work.
- **Laboratory reports** communicate the execution of practical work, the ability to describe the results of work accurately and reliably, with structured and coherent arguments and to enable students to evaluate the outcomes of data analysis in a critical fashion.
- **Court expert witness statements** enable students to prepare a written statement of expert testimony and to understand the place of forensic science within the legal framework and the role of the expert witness in court. These reports test the student's ability to interpret and evaluate the significance of the results of a forensic investigation in the context of the circumstances of the crime, using appropriate statistical tools.
- **Oral presentations** and **poster presentations** demonstrate the ability of the student to present complex concepts and information in a clear and concise manner, to interact and communicate effectively to a wide range of professional environments, including to both scientific and non-scientific audiences.

- **Crime scene investigation reports** enable students to apply the principles and procedures for crime scene investigation to a scenario, to critically review data and outcomes in light of the chain of custody for evidence and the appropriate forensic strategy, to make critical judgments and to present these in a clear and concise manner.
- **Essays** and the production of **technical leaflets** enable students to analyse, synthesise and summarise data and information critically, to appreciate its limitations, to assess the merits of contrasting theories, explanations and strategies and to present, in writing, complex concepts and information in a clear and concise manner.
- The **dissertation and research paper / literature / critical reviews** enable the student to demonstrate their effective engagement with the research literature across forensic and analytical science and use it to advance their understanding. In this way, the assessment may test their awareness of, and engagement with, current methods and techniques within the forensic and analytical sciences, some of which are at, or informed by, the forefront of the discipline. The assessment enables the student to present complex concepts and information in a clear and concise manner in writing, and to communicate effectively to a wide range of scientific and professional environments.
- **Project plans, team project interviews** and **viva examinations** test the student's skills in working both independently and as part of a team, in planning, organising and carrying out practical and other work efficiently, including making appropriate ethical assessments, and meeting appropriate deadlines.
- **Project reports** demonstrate how the student has taken responsibility for their own learning, has critically assessed a wide range of techniques and methodologies relevant to the forensic and analytical sciences and used them competently to analyse relevant materials and has selected and utilised appropriate software, databases and other digital resources for the analysis and interpretation of laboratory data. The report also tests the student's achievement in presenting complex concepts and information in a clear and concise manner in writing and communicating effectively to a scientific audience.
- **Presentation and cross-examination** assessments test the student's ability to interpret and evaluate the significance of the results of a forensic investigation in the context of the circumstances of the crime, to demonstrate their understanding of the place of forensic science within the legal framework and the role of the expert witness in court and test their ability to defend a written witness statement under cross-examination in a court setting.

Through working on a diverse range of assessments, linked to a curriculum that is in its latter stages closely based around the professional forensic science context, the student will demonstrate confidence in their own understanding and skills as well as a self-critical attitude to their own work and achievements, an adaptable and flexible approach to study, work and work-life balance and the ability to identify and work towards targets for ongoing professional development.

Although there are some explicit formal exercises providing formative assessment throughout the programme, the majority of formative assessment and feedback is generated informally through a variety of tutor-led activities. For example:

- Tutor-led comments on the work in the laboratory notebook or on calculations encountered in data analysis during laboratory classes
- Tutor feedback and advice on calculations undertaken during problems classes
- Tutor-led discussions on project plans, literature reviews and project results during viva interviews
- Written formative feedback on non-summative laboratory work
- Written formative feedback provided from the tutor reading a draft of a major piece of work such as the dissertation or a project report

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	Year 1 (Level 4)	Year 2 (Level 5)	Year 3 (Level 6)
Scheduled learning and teaching activities	44%	38%	27%
Guided independent Study	56%	62%	73%
Placements	0%	0%	0%

12. Accreditation

Accreditation for this programme will be sought from the Chartered Society of Forensic Sciences upon completion of a full teaching cycle in 2017/18. This is a requirement of the society. It is expected that a decision will be made on this in the same academic year.

13. 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/>

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

14. What are the typical admission requirements for the programme?

Subject	A-level	Subjects not included	International Baccalaureate	BTEC	Access to Higher Education Diploma	GCSE requirements
Forensic Science (Single Honours)	ABC / BBB A level Chemistry or Biology at B. A Pass in Science Practical will be required if applicant is taking A level Biology or Chemistry (England) ** ** Science practical	General Studies and Critical Thinking	32 points to include Higher Level Chemistry or Biology at 6 or above.	DDD You must have taken sufficient Science units, please contact us for advice	Obtain Access to Higher Education Diploma with 30 Level 3 credits at Distinction and 15 Level 3 credits at Merit. Students must have taken sufficient Science units.	Maths @ C (or 4) English Language @ C (or 4)

	only required from applicants taking reformed A level Biology, Chemistry or Physics in England.					
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Applicants who are not currently undertaking any formal study or who have been out of formal education for more than 3 years and are not qualified to A-level or BTEC standard may be offered entry to the University's Foundation Year Programme.

Applicants for whom English is not a first language must provide evidence of a recognised qualification in English language. The minimum score for entry to the Programme is Academic IELTS 6.0 or equivalent.

Please note: All non-native English speaking students are required to undertake a diagnostic English language assessment on arrival at Keele, to determine whether English language support may help them succeed with their studies. An English language module may be compulsory for some students during their first year at Keele.

Accreditation of Prior Learning (APL) is considered on a case-by-case basis and those interested should contact the Programme Director. The University's guidelines on this can be found here:

<http://www.keele.ac.uk/qa/accreditationofpriorlearning/>

15. How are students supported on the programme?

All the academic staff in Forensic Science operate an open door policy for students; in other words if they are available at any time in the working day then they are happy to discuss any matter a student raises with them; if they are not free then a future meeting will be arranged for a later time.

All students have many opportunities for close contact with the staff – through laboratory sessions, problems classes, tutorials, workshops and other teaching activities. Consequently, students and staff get to know each other fairly quickly and all students should feel free to approach any lecturer, module tutor or other colleagues whom they believe may be able to provide them with help and assistance on any academic issue. Feedback on formative and summative assessment is usually best obtained from the tutor who set and marked the work but after the whole semester's assessment is complete, it may be that the student's personal tutor is best placed to discuss their overall progress.

Each year of study has an associated Year Tutor who monitors the students and the modules, to ensure the course is running smoothly and that all students are making progress. The Year Tutor should be regarded as the first point of contact to discuss any topic or issue related to that year (level) of the programme and can provide advice on module content and advise on any matters relating to modules at that level. In addition, the Programme Director for Forensic Science has oversight of all aspects of delivery of the Forensic Science programme.

Help, support and advice are also available from each student's Personal Tutor who is allocated by the School. Personal tutors will make contact with each student in their first few days at Keele to arrange an introductory meeting and will contact them at various key points throughout their degree to check on their progress and to determine whether any specific discussion is needed. From the student's perspective, the personal tutor should be seen as someone they can approach with confidence for advice on any matter whether academic or personal; if the tutors themselves cannot help directly then they know who within the university should be able to provide the help the student needs. As well as reviewing overall academic progress, the personal tutor can advise on general matters relating to the whole programme of study.

16. Learning Resources

Forensic Science at Keele is based in the Lennard-Jones Laboratories, which houses modern, well-equipped teaching and research facilities. The teaching laboratories for forensic science, chemical analysis and chemistry along the main corridor are complemented by the more recent addition of the Multi-Lab chemical sciences laboratory and a second analytical laboratory in the adjacent wing. All are well equipped with high quality

standard laboratory facilities and modern forensic science and analytical instrumentation, with many multiple sets of commonly used techniques. Our students gain hands-on experience with a wide range of equipment and techniques working with professional and research grade instruments.

These include: document examination equipment, such as VSC-4 and ESDA-2 instruments, many low power stereo microscopes, a comparison microscope and several specialist phase-contrast and polarising microscopes - these include variable temperature stages for glass analysis - and high resolution microspectrophotometer. Finger and palm print analysis may be undertaken on our dedicated AFIS system. There are well-equipped dark-rooms for forensic imaging together with a range of high specification cameras. The analytical laboratories are fully equipped with multiple sets of FTIR spectrometers, UV-VIS spectrometers, fluorescence spectrometers, HPLC and GC-MS instrumentation, an NMR spectrometer, an Inductively-Coupled Plasma Optical Emission Spectrometer (ICP- OES), and Raman microscope. The School has access to XRD, XRF and a scanning electron microscope (with EDX analysis) within the School. Students undertaking project work at level 6 may have access to further analytical instrumentation within the research laboratories. Investigation scenarios are set up in the dedicated crime scene facility and a range of CSI equipment is available. Forensic biology equipment includes a thermal cycler for PCR, electrophoresis and gel visualisation equipment, autoclaves and micro-centrifuges. Specialist forensic geophysics equipment such as ground-penetrating radar and resistivity equipment is also available. The Faculty IT laboratory housing 70 networked PCs is located within the Lennard-Jones Laboratories and a range of software packages for the analysis of spectroscopic and chromatographic data acquired on instruments in our analytical laboratories is available on these computers. Students have access to a wide variety of on-line databases and scientific journals, both in electronic and paper form, through the university library. In addition to the information resources available from the main library, a specialist collection of textbooks and reference books for forensic and analytical science is maintained within the Lennard-Jones building which students may consult or borrow on a short-term basis.

17. Other learning opportunities

Study abroad (semester)

Students on the Forensic Science 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 at Annex A.

Other opportunities

Every other year we try to offer an optional, escorted trip during July to study for a week-long short course in Human Identification at the University of Tennessee, Department of Forensic Anthropology (Body Farm). This is not part of the degree course but is an extra activity where each student bears the costs incurred by themselves. This is an educational trip which is recommended by those staff and students who have benefited from it over the past few years. Details of this activity are provided to all students at year 2 and above at induction meetings each year.

18. Additional costs

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.

Activity	Estimated cost
Field courses – compulsory – Anthropology short course at the University of Tennessee, USA (approx. 10 days), cost of this course, flights and accommodation are included in the course fees so no additional payment is required. Additional costs will be incurred for any activities the student may wish to take part in that are not related to the anthropology course and for other items such as food and drink.	£0
Field courses – optional - none	£0
Equipment - All PPE equipment (laboratory coats and glasses) are provided by the School at no cost to the student. Students will be required to have two laboratory notebooks, these are provided at no cost to the student in the induction session and can be used for multiple modules/years. Replacement items are available from the School Stores, the 2016/17 price for these are listed below: Laboratory Book - £1.00 Laboratory Glasses - £1.50 Laboratory Coat - £8.00 Students will be required to supply appropriate writing equipment but this would be a minimal (<£5) cost. All core textbooks are available in the Forensic Science library in the School or in the main University Library. To increase the available of these resources, eBooks are also purchased alongside the printed text where available; these can be accessed through the University Library Catalogue. Additional costs may be incurred if the student wishes to purchase any book for themselves. In general we only recommend they purchase the core textbook which is available for approximately £50.	£55
Travel – none unless taking the optional year/semester abroad. These costs will depend upon the location of the partner university.	£0 (unless taking the year/semester abroad)
Other additional costs	£0
Total estimated additional costs	£55

19. Quality management and enhancement

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

- The Learning and Teaching Committee of the School of Chemical and Physical Sciences is responsible for reviewing and monitoring quality management and enhancement procedures and activities across the

School.

- Individual modules and the Forensic Science Programme as a whole are reviewed and enhanced every year in the annual programme review which takes place at the end of the academic year and as part of the University's Curriculum Annual Review and Development (CARD) process.
- The programmes are run in accordance with the University's Quality Assurance procedures and are subject to periodic reviews under the Internal Quality Audit (IQA) process.

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

- The results of student evaluations of all modules are reported to module leaders and reviewed by the Programme Committee as part of the Curriculum Annual Review and Development (CARD) process.
- Findings related to the Forensic Science Programmes from the annual National Student Survey (NSS), and from regular surveys of the student experience conducted by the University, are subjected to careful analysis and a planned response at programme and School level.
- Feedback received from representatives of students in all three years of the Forensic Science Programme is considered and acted on at regular meetings of the Programmes Staff/Student Liaison Committee.

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

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

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

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

20. The principles of programme design

The Forensic Science Programmes described in this document have been drawn up with reference to, and in accordance with the guidance set out in, the following documents:

- a. UK Quality Code for Higher Education, Quality Assurance Agency for Higher Education:
<http://www.qaa.ac.uk/assuring-standards-and-quality/the-quality-code>
- b. QAA Subject Benchmark Statement: Forensic Science (2012)
<http://www.qaa.ac.uk/en/Publications/Documents/Subject-benchmark-statement-forensic-science.pdf>
- c. Chartered Society of Forensic Science (CSFS) Accreditation Scheme; Criteria and Standards; available at:
<http://www.forensic-science-society.org.uk/Accreditation>
- d. Keele University Regulations and Guidance for Students and Staff: <http://www.keele.ac.uk/regulations>

21. Document Version History

Version history	Date	Notes
Date first created	October 2016	
Revision history		
Date approved		

Programme Specification

Annex A for BSc (Hons) Forensic Science with International Year

International Year Programme
<p>Students registered for Single Honours Forensic Science may either be admitted for or apply to transfer during their period of study at Level 5 to the Single Honours 'Forensic Science with International Year'. Students accepted onto the International Year programme will have an extra year of study at an international partner institution after they have completed Year 2 (Level 5) at Keele.</p> <p>Students who successfully complete both the second year (Level 5) and the International Year will be permitted to progress to Level 6. Students who fail to satisfy the examiners in respect of the International Year will normally revert to the Single Honours Forensic Science programme without the International Year and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.</p> <p>Study at Level 4, Level 5 and Level 6 will be as per the main body of this programme specification. The additional detail contained in this annex will pertain solely to students registered for Forensic Science with International Year'.</p>
International Year Programme Aims
<p>In addition to the programme aims specified in the main body of the programme specification, the international year programme of study aims to provide students with:</p> <ol style="list-style-type: none">1. Personal development as a student and a researcher with an appreciation of the international dimension of their subject2. Experience of a different culture, academically, professionally and socially
Entry Requirements for the International Year
<p>Students may apply to the 4-year programme during Level 5. Admission to the International Year is subject to successful application, interview and references from appropriate staff.</p> <p>The criteria to be applied are:</p> <ul style="list-style-type: none">• Academic Performance (an average of 60% across all modules at Level 5 is normally required)• 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 personal tutor, 1st and 2nd year tutors and programme director)
Student Support
<p>Students will be supported whilst on the International Year via the following methods:</p> <ul style="list-style-type: none">• Phone or Skype conversations with Study Abroad tutors, in line with recommended Personal Tutoring meeting points.• Support from the University's Global Education Team
Learning Outcomes
<p>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:</p> <ol style="list-style-type: none">a. Describe, discuss and reflect upon the cultural and international differences and similarities of different learning environmentsb. Discuss the benefits and challenges of global citizenship and internationalisation

- c. Explain how their perspective on their academic discipline has been influenced by locating it within an international setting.

In addition, students who complete Forensic Science with International Year' will be able to:

- i) Reflect upon the international nature of crime and describe and discuss differences between investigative approaches taken in different countries.
- ii) Evaluate the merits and limitations of the different approaches taken to investigating crime in different countries.
- iii) Apply their experiences abroad to the specific graduate attributes associated with their Forensic Science degree.

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.

Course Regulations

Students registered for the Forensic Science with International Year' are subject to the course 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 areas.

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 Forensic Science module with significant overlap to Level 6 modules to be studied 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.

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