

Programme Specification: Undergraduate

For students starting in Academic Year 2018/2019

1. Course Summary

Names of programme(s) and award title(s)	BA or BSc (Hons) Law with another subject BA or BSc (Hons) Law with another subject with International Year (see Annex A for details) with Work Placement Year (see Annex B for details)
Award type	Combined Honours <i>NB:</i> Students who study their two Principal subjects in humanities and/or social science subjects will be awarded the degree of Bachelor of Arts (with Honours) (BA Hons). All students who study a science Principal subject are candidates for the degree of Bachelor of Science (with Honours) (BSc Hons) irrespective of their second Principal subject.
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 4 years with Work Placement Year
Location of study	Keele University – main campus
Accreditation (if applicable)	Any student opting for Combined Honours Law but wishing to seek professional qualification as a solicitor or barrister will need to undertake an additional year's postgraduate study – for further details see section 12
Regulator	Office for Students (OfS)
Tuition Fees	UK/EU students: Fee for 2018/19 is £9,250* International students: Fee for 2018/19 is £14,000** <i>or</i> £14,360** <i>(if combined with a laboratory-based Principal Subject)</i> The fee for the international year abroad is calculated at 15% of the standard year fee

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

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

	The fee for the Work Placement Year is charged at 20% 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 Combined Honours programme?

Combined Honours degrees are degrees that are taken in two different subjects, resulting in an *X and Y* degree title, for example Law and History. If you are taking a Combined Honours programme, these will be the two subjects you applied for. These are referred to as your Principal Subjects.

In a Combined Honours degree you must take at least 135 credits in each Principal Subject (270 credits in total), accrued over all three levels of study, with at least 45 credits at each level of study (Levels 4, 5 and 6) in each of two Principal Subjects (90 credits per year). The remaining available credits can be filled with modules from these subjects or other subjects entirely.

As a Combined Honours student you can choose to study just one subject in your final year of study, taking a minimum of 90 credits in this subject. This will result in an *X with Y* degree title, for example Law with History.

3. Overview of the Programme

The Combined Honours Law programme offers students the opportunity to study Law in a stimulating interdisciplinary environment. It allows the freedom to choose courses tailored to students' own interests and career aspirations and to study Law alongside another subject chosen from the widest possible range of disciplines. A distinctive feature of the Law programme at Keele is that it seeks to bring a range of different perspectives to bear on the study of law, so that students gain an understanding of the operation of the law and legal processes in their social, political, ethical, historical and comparative contexts, as well as gaining a thorough grounding in legal rules and processes.

4. Aims of the Programme

The broad aims of the programme are to:

- Provide you with knowledge and understanding of the major principles and doctrines underlying English and EU law
- Promote your critical awareness of the social, political, historical and comparative contexts in which law operates
- Encourage critical enquiry, thoughtful reflection and the willingness to question 'taken for granted' assumptions
- Facilitate your development of additional areas of interest or expertise through the study of elective modules
- Provide you with the skills of marshalling, evaluating, and applying information to specific legal problems
- Facilitate your development of legal research skills, through the ability to locate, understand and apply a range of legal and non-legal materials
- Prepare you for graduate employment through exposure to multiple areas of study, and the development of the intellectual and transferable skills necessary to pursue a range of employment activities
- Prepare you for a life-long commitment to learning through on-going critical enquiry of themselves and the world around them

From a strong foundation in the core areas of Law, the programme at Keele supports an outward-looking approach to the academic study of Law through inter-disciplinary approaches, external engagement and international perspectives and opportunities. This Law programme at Keele offers students the opportunity to study Law in a stimulating, interdisciplinary environment whilst allowing the freedom to choose courses tailored to students' own interests and career aspirations. **Students should note that Combined Honours**

Law is not a Qualifying Law Degree within the definition of the Solicitors Regulation Authority and the Bar Standards Board. Students wishing to achieve a Qualifying Law Degree must follow a Single Honours Law programme.

Considerable effort is given to the development of students' employability skills. Keele Law School graduates will leave Keele with a distinctive set of attributes and capabilities. As well as a rigorous academic environment in which to learn, students have opportunities to participate in a wide range of co-curricular activities (e.g. mootings, client interviewing, working as a Community Legal Companion, mentoring programmes). These opportunities are designed to support the development of students' graduate and professional capabilities and are facilitated through links with the national and regional legal profession. Throughout students' curricular and co-curricular activities, they will have the opportunity to develop both the social and commercial awareness identified by the Legal Education and Training Review: LETR (2013) as critical for future lawyers.

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 demonstrate knowledge and understanding of:

- the sources of law, how law is made and developed, the institutions within which law is administered and the personnel who practice law
- the rules, values, concepts and principles of the foundational subjects of law
- a range of methodological and theoretical approaches to law
- some specialist areas of law
- law as a system of rules that operates in complex social and political contexts
- different types of legal and non-legal information and the means to locate and apply that information to a research question or specific legal problem

Subject specific skills

- Successful students will be able to:
- apply their knowledge to complex factual situations in order to provide arguable conclusions for concrete problems
- analyse several possible solutions to a particular legal problem, and be able to choose, with supportable reasons, the preferred solution
- make a reasoned critical judgement based on an informed understanding of legal and policy arguments in the area in question
- identify and retrieve relevant legal and non-legal information, using electronic and paper sources
- work effectively with legal materials, such as case reports and statutes

Key or transferable skills (including employability skills)

Successful students will be able to:

- demonstrate a willingness and ability to assume an active, independent role in the learning process
- communicate legal and other concepts effectively in writing and orally
- access and employ electronic research and means of communication, including retrieving information from the World Wide Web and databases, communicating by email and using a computer to generate type-written reports
- work within a group to solve problems or advance a learning objective
- communicate effectively in a group context

- assess and prioritise the information, research, technology, and preparations needed to complete tasks and assignments
- meet work deadlines through time and task management

Students who complete all three years of a programme and graduate with BA (Combined Honours) Law will be able to:

- appreciate the nature and significance of Law as a discrete area of study and how it impacts on society
- demonstrate a knowledge and understanding of the basic doctrinal concepts of English law
- understand key concepts from a range of theoretical approaches to the study of law
- apply concepts, theories and methods used in the study of law to the analysis of legal problems
- think critically in evaluating different interpretations of legal theory
- develop the ability to conduct and report on their own research using relevant concepts, suitable methods of investigation and appropriate techniques of scholarship in the field of law.
- achieve the personal and inter-personal skills necessary for them to find a fulfilling and rewarding career.

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:

- **Traditional lectures** accompanied by suggested reading for independent study, intended to provide a core framework of legal knowledge on which a systematic understanding of Law's major principles can be built
- **Tutor-led seminars** where students contribute to or lead a discussion on key topics or make a presentation on a specific legal point so as to develop critical thinking and permit the reflective individual expression of that core understanding
- **Problem-based tutorials** (often based on scenarios rooted in legal practice) in groups not normally exceeding 15, in which students are expected to offer answers or solutions to previously provided legal problems but which also offer opportunity for students to direct specific questions to tutors and develop better understanding of the issues in question
- **Directed independent study** where students are referred to specific texts, statutes or cases or asked to research and find information independently, which may extend to undertaking an independent research project under the supervision of an experienced tutor
- **Small-group exercises** such as preparing a submission on a legal case or drafting a legal document reflecting practical professional employment skills
- For those who take their **dissertation** double module in Law in their final year, the opportunity to receive training in designing a research project and then independently implementing it, with supervision and support from a member of staff
- **Web-based self-study exercises** using the University's virtual learning environment ('KLE'). The KLE gives students easy access to a wide range of resources and research tools and permits the use of on-line discussion, quizzes and 'blogs' in teaching and learning whilst permitting students to develop improved IT knowledge

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 Personal Tutors or module lecturers on a one-to-one basis.

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

7. Teaching Staff

The programme is delivered by an international School, which has a diverse body of expertise and qualifications in both legal practice and research. Most members of current staff have postgraduate qualifications in teaching and/or are Fellows of the Higher Education Academy. Currently, nearly all members of the Law School teach on our undergraduate programmes, including the core and elective modules for the Combined Honours Law programmes. Law School staff is comprised largely of active researchers whose work across many different aspects of law has been widely published in books, research monographs and leading international journals. The work of some members of staff has been used directly in shaping policy in their areas of expertise. Full details of current staff in the School of Law can be found at <http://www.keele.ac.uk/law/staff/>.

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 three types of module delivered as part of this 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;
- Elective modules – a free choice of modules that count towards the overall credit requirement but not the number of subject-related credits.

A summary of the total credit requirements (60) per year **for Law only** is as follows. Bear in mind you will take a total of 120 credits in 8 modules in each academic year. (You need a minimum of 90 *subject* credits - compulsory plus optional - each year across both of your Principal Subjects. The other 30 credits may be in subject related modules or elective modules in other disciplines.) This document has information about Law modules only; please also see the document for your other subject.

Year	Compulsory in Law	Optional in Law		Electives	
		Min	Max	Min	Max
1	60	0	0	0	0
2	0	45	60	0	15
3	0	45	60	0	15

Module lists

Year 1 (level 4)

Students on this Combined Honours programme take two set core Law modules in semester 1 (Legal Skills and Public Law 1) and two modules as required by their other Principal Subject programme. In semester 2, students take Legal Systems and Public Law 2 plus two modules as required by their other principal subject programme.

One benefit of this arrangement is that if you change your mind at the end of Level 4 (Year 1) and decide that you would prefer to pursue a Single Honours degree in Law, you may seek a transfer to that programme in the second year if you wish (when you will be able to study the Tort modules that you will have missed in Level 4 (Year 1)). **Bear in mind, however, that any such application to transfer to the Single Honours Law Programme after original entry to Combined Honours is at the discretion of the Law School.** You must make formal application in the Spring semester of Level 4 (Year 1) when your request will be considered by the Admissions Tutor in the Law School. Please note that your performance in Level 4 (Year 1) in your other Principal Subject will be one factor to be considered.

In Law: Compulsory	Credits	Compulsory/Optional/Elective in subject 2	Credits
Legal Skills	15	Module 1	15
Public Law 1: Constitutional Law	15	Module 2	15
Legal Systems	15	Module 3	15
Public Law 2: Administrative Law	15	Module 4	15

Year 2 (Level 5)

At Level 5 (Year 2), students take four modules in Law and four modules as required by the other Principal Subject.

In Law:

Optional	Credits
Law option 1	15
Law option 2	15
Law option 3	15
Law option 4 or elective module	15
<i>Optional modules in Law may include:</i>	
Land Law 1	15
Contract 1	15
Criminal Law 1	15
Land Law 2	15
Contract 2	15
Criminal Law 2	15
Controversies in Intellectual Property Law	15
Introduction to Public International Law	15
Law and Emotion	15
Law and Ethics	15
Law in Action	15
Law, Science and Society	15
Lawyers in Society	15
Family Law	15
Mental Health Law	15

Year 3 (Level 6)

At Level 6 (Year 3), students take four modules in Law and four modules as required by the other Principal Subject.

Students have opportunity to study a range of modern foreign languages at different levels, including up to University Certificate level by opting for elective modules in a particular language.

At Level 6 (Year 3), as part of your 120 credits, you will also be expected to take at least one Independent Study Project (ISP). Depending upon your degree this will be offered to you as either a compulsory or option module. You should discuss your ISP choices with your School(s).

In Law:

In Law: Optional/Elective	Credits
Law option 1	15
Law option 2	15
Law option 3	15
Law option 4 or elective module	15
<i>Optional modules in Law may include:</i>	
Business Leases	15
Child Law	15
Commercial Law	15
Company Law	15
Dissertation (single module)	15
Dissertation (double module)	30
Employment Law	15
Evidence	15
Gender, Sexuality and Law	15
Healthcare Law	15
International Human Rights	15
Jurisprudence	15
Law and New Technology	15
Transnational Crime	15

For further information on the content of modules currently offered please visit:
www.keele.ac.uk/recordsandexams/az

Learning Outcomes

The table below sets out 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. In Year 1 (Level 4) and Year 2 (Level 5) these learning outcomes are achieved in the compulsory modules which all students are required to take. Some of these outcomes may also be achieved or reinforced in elective modules together with other outcomes not stated here. In Year 3 (Level 6) the stated outcomes are achieved by taking any of the modules offered in each semester.

Year 1 (Level 4)

Learning Outcome <i>Successful students will be able to:</i>	Module in which this is delivered	Principal forms of assessment (of the Level Outcome) used
Acquire knowledge and understanding of English legal method and reasoning, the law regulating tort and public law (including, where relevant, the effects of the <i>Human Rights Act 1998</i> and EU constitutionalism)	Legal Skills Public Law 1: Constitutional Law Legal Systems Public Law 2: Administrative Law	The modules are assessed variously by a combination of KLE tests and quizzes, essays, other written work (e.g. preparation of a legal brief) and unseen exams.
Acquire IT skills in accessing and	All but particularly Legal Skills	As above

retrieving Law and related information		
Acquire basic research skills	All	As above
Develop basic problem solving skills in particular the ability to recognise issues, rank their importance and apply the law	All	As above
Acquire legal writing skills and conduct and manage independent work with clear deadlines	All	As above
Work as part of a team with other students	All but particularly Public Law 1	As above

Year 2 (Level 5)

Learning Outcome <i>Successful students will be able to:</i>	Module in which this is delivered	Principal forms of assessment (of the Level Outcome) used
Acquire knowledge and understanding of additional areas of law	The chosen modules	The modules are assessed variously by a combination of KLE- based tests and quizzes, essays, exams
Build upon their knowledge and general understanding of the law by studying one specialist area of law	One of the options	As above plus group presentations
Develop advanced problem-solving skills & skills of critical analysis to address more sophisticated and complex legal problems	All	As above
Develop greater confidence in public-speaking and in team-working abilities	All	As above

Year 3 (Level 6)

Learning Outcome <i>Successful students will be able to:</i>	Module in which this is delivered	Principal forms of assessment (of the Level Outcome) used
Acquire knowledge and understanding of the law in a range of further foundational and other substantive areas	Depending on the choice of module	The modules are assessed variously by a combination of KLE- based tests & quizzes, essays, exams.
Develop a more sophisticated, inclusive and critical awareness of the nature of law and its role in society	All	As above
Provide further opportunities to bring to bear socio-political considerations to the study of law, including potentially in a research	All and the dissertation double module	As above plus a 10,000 word dissertation

based dissertation		
Develop advanced problem solving skills	All	Essays and exams
Demonstrate an advanced ability to communicate complex ideas and principles in writing and orally	All	Essays and group exercises

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. Combined Honours: A minimum of 135 credits in each Principal Subject (270 credits in total), with at least 45 credits at each level of study (Levels 4, 5 and 6) in each of two Principal Subjects (90 credits per year). Your degree title will be X <i>and</i> Y (e.g. 'Law and History').
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

Law and another subject 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, say, Law and History with international year. Students who do not complete, or fail the international year, will be transferred to the three-year Combined Honours programme.

Law and another subject with Work Placement Year: 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 in, e.g. , 'Law and History with Work Placement Year'. Students who do not complete, or fail the work placement year, will be transferred to the three-year Combined Honours programme.

10. How is the Programme assessed?

The wide variety of assessment methods used within Law 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 Law:

- **Research essays:** to assess knowledge and understanding, in particular the ability to make a reasoned, critical judgement based on an informed understanding of legal and policy arguments in a specific area of law; also the ability to assess information retrieval and other research skills
- **Problem-based written examinations:** to assess knowledge and understanding, in particular the application of knowledge to complex factual situations and the ability to provide a reasoned, preferred option; also to assess the ability to provide arguable conclusions for concrete problems and ability to retrieve relevant legal materials
- **Essay-style examination questions:** to assess knowledge and understanding, in particular the ability to analyse several possible solutions to a particular legal problem, and be able to choose, with supportable reasons, the preferred solution; and the ability to make a reasoned critical judgement based on an informed understanding of legal and policy arguments in the area in question

- **Web-based assessment exercises:** to assess subject-specific and key academic skills, in particular the ability to identify and retrieve relevant legal and non-legal information, using electronic and paper sources and the ability to work effectively with legal materials such as case reports and statutes
- **Peer assessment exercises:** to assess knowledge and understanding, subject-specific and key academic skills, in particular the ability to communicate legal and other concepts effectively in writing and orally, work within a group to solve problems or advance a learning objective and communicate effectively in a group context
- **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
- **Legal document writing:** (e.g. a 'brief' in Public Law 1: Constitutional Law) will assess students' ability to apply theoretical knowledge to practice-like problems

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	22%	17%	15%
Guided independent Study	78%	83%	85%
Placements	0%	0%	0%

12. Accreditation

This programme does not have accreditation from an external body.

Students should note that Combined Honours Law **is not a Qualifying Law Degree** within the definition of the Solicitors Regulation Authority and the Bar Standards Board. All students wishing to achieve a Qualifying Law Degree must follow a Single Honours Law programme.

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/>

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
Law	ABB	None	34 points	DDM	Obtain Access to Higher Education Diploma with 30 Level 3 credits at Distinction and 15 at Merit or higher	Maths or Science and English at grade C (or 4)

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 6.5 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?

Support for student learning on the Law programme is provided in the following ways:

- Module and tutorial group leaders provide support for learning on the modules and in the tutorial groups for which they are responsible. They also give individual feedback on in-course assessments and general feedback on examinations.
- Every student is allocated to a personal tutor who is responsible for reviewing and advising on general academic progress. Personal tutors also act as a first point of contact for students on non-academic issues that may affect their learning and can refer students on to a range of specialist health, welfare and financial services co-ordinated by the University's Student Services.
- Additional help with University level study skills and development is available from Student Support and Development Services.
- All members of teaching staff on the Law Programme are available to see students during advertised weekly 'office hours' and at other times by appointment.

16. Learning Resources

Law is taught in modern teaching rooms across the University, almost all of which are equipped with computers, Internet access and electronic whiteboards or projection equipment. Rooms may be arranged either in traditional lecture format or more informally to allow students to work together in small groups.

The learning resources available to students on the programme include an extensive collection of Law materials relevant to undergraduate study. This contains books, journals, case reports and government publications. Much of this material is also accessible online to Keele students from anywhere in the world with a University username and password. In particular, Law students have direct access to major on-line legal resources (such as Westlaw and LexisNexis) that permit students to access electronically all the main series of law reports and statutes together with major legal journals.

The Keele Learning Environment (KLE) provides easy access to a wide range of learning resources including lecture notes, electronic materials available in a repository maintained by the University Library and other resources (e.g. video, audio and text-based) accessible from external providers via the Internet.

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

mooting and client interviewing. In addition, within the School, students have access to a student library and to a series of study/social spaces across both floors of the School. All areas within the School are fully supported by Wi-Fi.

17. Other learning opportunities

Note regarding study abroad (semester)

Single semester study abroad is **not available** to students taking Combined Honours in Law and a second subject.

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.

Work Placement Year

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

Other opportunities

Other learning opportunities for Law students include the annual Client Interviewing competition and a rolling programme of Mooting, including national competitions. Students at Keele Law School also have access to the CLOCK programme, which established a new student role of Community Legal Companion. Under this role, students are trained by local law firms, the courts and advice agencies to provide support and assistance for un-represented litigants in the local court. Students who successfully complete a year in this role will also receive the Keele University Employability Achievement Award – Community Legal Companion, which is also reported on their individual *Higher Education Achievement Report (HEAR)*. During their time at Keele, students also have the opportunity to hear from, and talk to, a range of guest speakers and presenters including staff from other academic institutions and members of the legal profession and judiciary. Some of these activities are timetabled as part of taught modules, others are organised separately but are widely advertised and undergraduate students are always welcome to attend.

18. Additional costs

Modules across the undergraduate Law programme will include recommended core and supplemental texts. While paper and/or electronic copies will be available via Library services students may wish to purchase their own copies. Costs will vary depending on the particular text [Law textbooks vary between c. £20-40] and the purchasing of texts, although encouraged, is optional. Some modules require students to purchase statute and course-material packs. However, these will be made available to students at minimal cost, effectively representing the photocopying charge, usually amounting to less than £5.

The School encourages students to participate in co-curricular activities such as Mooting and Client Interviewing as well as our Community Legal Outreach initiative. The School also organises voluntary course related field trips including, for example, visits to the Houses of Parliament and networking events with the legal profession. Students engaged in these activities may be required to meet travel and subsistence costs, which vary depending on the activity, and will be kept to a minimum as far as possible. Specific costs will be confirmed in advance of each field trip. These costs have been forecast by the University as accurately as possible but may be subject to change as a result of factors outside of our control (for example, increase in costs for external services). Forecast costs are reviewed on an annual basis to ensure they remain representative. Where additional costs are in direct control of the University we will ensure increases do not exceed 5%.

As to be expected there will be additional costs for inter-library loans and potential overdue library fines, print and graduation.

We do not anticipate any further costs for this undergraduate programme.

19. Quality management and enhancement

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

- The Learning and Teaching Committee of the School of Law is responsible for reviewing and monitoring quality management and enhancement procedures and activities across the School.
- Individual modules and the Law 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 Law 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 Law Programme 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 Law Programme is considered and acted on at regular meetings of the Student Staff Voice Committee.

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

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

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

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

20. The principles of programme design

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

- a. UK Quality Code for Higher Education, Quality Assurance Agency for Higher Education:
<http://www.qaa.ac.uk/quality-code>
- b. QAA Subject Benchmark Statement: Law (2015)
http://www.qaa.ac.uk/docs/qaa/subject-benchmark-statements/sbs-law-15.pdf?sfvrsn=ff99f781_8
- c. Keele University Regulations and Guidance for Students and Staff: <http://www.keele.ac.uk/regulations>

21. Document Version History

Date of first approved version (v1.0): 19th September 2017

Revision history

Version number ¹	Author	Date	Summary of and rationale for changes
2.0	Alison Brammer	March 2019	Addition of Work Placement Year option

¹ 1.1, 1.2 etc. are used for minor changes and 2.0, 3.0 etc. for major changes (as defined in the University's Guidance on processes supporting curriculum changes)

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Annex A

BA or BSc (Hons) Law with another subject with International Year

Please note: in order to be eligible to take the International Year option your other subject must also offer this option. Please refer to the information published in the course document for your other subject.

International Year Programme

Students registered for Combined Honours Law may either be admitted for or apply to transfer during their period of study at Level 5 to the Combined Honours programme in both their principal subjects, providing that they meet the progression criteria outlined in this document. 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.

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 Combined Honours programme without the International Year 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 'Award title BA or BSc (Hons) Law with another subject with International Year'.

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 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

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

- 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

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:

- i) Describe, discuss and reflect upon the cultural and international differences and similarities of different learning environments
- ii) Discuss the benefits and challenges of global citizenship and internationalisation
- iii) Explain how their perspective on their academic discipline has been influenced by locating it within an

international setting.

Please note that students on Combined Honours programmes with International Year must meet the subject-specific learning outcomes for BOTH their principal subjects.

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 'BA or BSc (Hons) Law with another subject 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 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 Law 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.

Students studying in Erasmus+ destinations 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.

Annex B

BA or BSc (Hons.) Law with another subject with Work Placement Year

Work Placement Year Programme

Students registered for Combined Honours Law may either be admitted for or apply to transfer during their period of study at Level 5 to the Combined Honours programme in both their principal subjects. Students accepted onto this programme will have an extra year of study (the Work Placement Year) after they have completed Year 2 (Level 5) at Keele.

Students who successfully complete both the second year (Level 5) and the Work Placement Year will be permitted to progress to Level 6. Students who fail to satisfy the examiners in respect of the Work Placement Year will normally revert to the Combined Honours 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 'Award title BA or BSc (Hons) Law with another subject with Work Placement Year'.

Work Placement Year Programme Aims

In addition to the programme aims specified in the main body of this document, the work placement year programme of study aims to provide students with:

- the opportunity to carry out a long-term placement based learning experience (minimum 30 weeks equivalent of full-time work) between Years 2 and 3 (Levels 5 and 6) of their degree programme.
- The placement will be underpinned by employability skills training (as part of their preparation during year 2), reflective assessment, employer and tutor evaluation and support from academic lead tutor

Entry Requirements for the Work Placement Year

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

The criteria to be applied are:

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

Students may not register for both an International Year (see Annex A) and a Work Placement Year; students registered for 'Award title BA or BSc (Hons) Law with another subject with Work Placement Year' are exempt from studying an International Year.

Student Support

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

- Regular contact between the student and either the placement officer or academic lead 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 (appointed/nominated by the employer) on the student's behalf if required.
- Two formal contacts with the student during the work placement year: the University supervisor will visit the student in their placement organization at around the 5 weeks after placement has commenced, and then visit again (or conduct a telephone/video call) at around 15 weeks into the placement.
- Weekly supervision sessions will take place with the Placement supervisor at the firm (or his/her nominee) throughout the duration of the placement.

Learning Outcomes

In addition to the learning outcomes specified in the main text of the Programme Specification, students who complete 'Award title BA or BSc (Hons) Law with another subject with Work Placement Year' will be able to:

- i) evaluate their own employability skills together with an analysis of sector skill demands to create Intended Placement Outcomes in order to develop the skill areas which they have identified as being weak or needing further enhancement
- ii) develop, through practice on placement, the employment-related skills identified through their analysis and Intended Learning Outcomes
- iii) reflect on and apply academic themes, concepts and theory as explored at Level 4 and Level 5 to complex real world situations on work placement
- iv) reflect on and critically evaluate their learning from the work placement and previous learning
- v) explain how their chosen professional or placement sector operates and what skills are needed to develop their career

These learning outcomes will be assessed through the non-credit bearing Work Placement Year module (LAW-30104) which involves:

A reflective portfolio containing skills analysis at commencement and detailing development of skills during the work placement year with feedback from their employer and evidence of work completed. Word limit of 4000 words.

Course Regulations

Students registered for the 'Award title BA or BSc (Hons) Law with another subject with Work Placement Year' are subject to course 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 (LAW-30104)
- In order to ensure a high quality placement experience, each placement agency will sign up to a placement contract (analogous to a service level agreement).
- Once a student has been accepted by a placement organisation, the student will make a pre-placement visit and a member of staff identified within the placement contract will be assigned as the placement supervisor. The placement supervisor will be responsible for ensuring that the placement experience meets the agreed contract agreed with the University.

- The placement student will also sign 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 the Student Finance allocation; students should find out more about their personal eligibility at: www.gov.uk

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

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

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

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