Programme Specification: Undergraduate

For Academic Year 2025/26

1. Course Summary

Names of programme and award title(s)	BSc (Hons) Cosmetic Science BSc (Hons) Cosmetic Science with International Year BSc (Hons) Cosmetic Science with Work Placement Year
Award type	Single Honours
Mode of study	Full-time
Framework of Higher Education Qualification (FHEQ) level of final award	Level 6
Normal length of the programme	3 years 3 years; 4 years with either the International Year or Placement Year between years 2 and 3
Maximum period of registration	The normal length as specified above plus 3 years
Location of study	Keele Campus
Accreditation (if applicable)	n/a
Regulator	Office for Students (OfS)
Tuition Fees	**UK students:** Fee for 2025/26 is £9,535* **International students:** Fee for 2025/26 is £20,200**

How this information might change: *Please read the important information at http://www.keele.ac.uk/student-agreement/. This explains how and why we may need to make changes to the information provided in this document and to help you understand how we will communicate with you if this happens.*

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

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

2. What is a Single Honours programme?

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

3. Overview of the Programme

Cosmetic science is a unique field which focuses on exciting new formulation developments in fast-moving consumer markets. As a student taking this course, you will develop an understanding of the underlying physical and biological sciences and learn how to apply them to the development, formulation, manufacture and marketing of cosmetic products whilst addressing the key contexts of sustainability and globalization.

The cosmetics industry is a huge, multi-national undertaking that is underpinned by world-leading expertise in the physical and physiological sciences. It sits within a framework of intense market research and is a highly competitive and fast-moving, highly regulated industry. It is also inter-linked, both in industrial providers and science base, with home and personal care products, consumer healthcare and some also some pharmaceutical products.

Underpinning this industry, despite perceptions which align it mostly with the end user, is a strong science base in formulation and skin science; more broadly this extends (based on legal definitions) to the topical / surface / superficial application of products for cosmetic purposes. This course covers the main aspects of cosmetic formulation development, manufacture, regulation and marketing, and explains how such pure and applied sciences fit into global business, legal and regulatory frameworks. This includes elements of regulatory approval and the role of the formulation scientist within the industry team that takes a new product from concept to market.

As part of the preparation to enter the global cosmetics industry, there will be an opportunity to pursue a language pathway throughout the programme. In the first year you can choose to take a language module in English (depending on fluency levels) or a modern foreign language for those fluent in English. This will ensure you have the opportunity to understand both a language and cultural issues of nations outside your home country. For modern languages (not English language modules) you may wish to pursue a pathway through the programme that will provide you with recognition of this on your degree certificate. There will be opportunities at years two and three of the programme, depending on entry level to your chosen language and availability, to take further credits of language learning on this programme. Depending on the level of language attainment you may have added to your degree certificate the additional recognition of having achieved "with competency in [Chosen Language]" or "with advanced competency in [Chosen Language]". For full details see here: https://www.keele.ac.uk/study/languagecentre/modernlanguages/enhanceddegreetitles/. You can also take language modules as non-credit extracurricular study throughout your programme - further details can be obtained from the Language Centre.

The principal aim of the programme is to develop knowledge and skills in a wide variety of disciplines by demonstrating the linkages between seemingly disparate topics in science and technology that underpin all subsequent learning, and which are central to the successful delivery of new medicines to global markets.

4. Aims of the programme

The aims of this programme are to equip students who successfully complete it to understand the multi-faceted nature of the cosmetics (and related) industries, and to apply their fundamental knowledge of science to real-world requirements, including understanding and addressing formulation challenges within the context of international regulatory and legal frameworks and the context of an industry that is increasingly focused on environmental sustainability.

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

- Develop the key scientific skill that, in an integrated context, underpin the development, manufacture, regulatory approval and marketing of cosmetic and related products
- Understand the structures and frameworks in which the cosmetic industry operates, both nationally and globally

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 - (K)
- Subject specific skills - (S)
- Key or transferable skills (including employability skills) - (E)
- Intellectual skills - (I)

Subject knowledge and understanding (K)

Successful students will be able to:

- K1 - Understand the core principles of the cosmetic sciences as they are applied to the development, manufacture and marketing of cosmetic and related products;
- K2 - Appreciate and explore the core underpinning sciences related to the cosmetic sciences, such as chemistry, biological sciences, toxicology and formulation science;
- K3 - Appreciate the role of legislation in a range of territories in marketing safe and effective cosmetic products, supported by substantive claims;
- K4 - Describe key issues in supply chain management and apply them to the sustainable development of cosmetic products;
- K5 - Demonstrate a comprehensive understanding of the research in cosmetic science and apply this to emerging challenges in specific research areas;
- K6 - Communicate effectively the key scientific, marketing, safety and sustainable issues underpinning cosmetic product development.

Subject specific skills (S)

Successful students will be able to:

- S1 - Appreciate and explore the chemical, physical and biological sciences that underpin cosmetic science and that are required in order to understand the design and formulation of suitable cosmetic products and their interaction with consumers;
- S2 - Appreciate the nature of cosmetic product development, both in the laboratory and in the business environments, and to use this knowledge in the development of new strategies to develop new and novel formulations; this will be conducted in the context of the safety, legal and regulatory framework associated with cosmetic science formulation, development and marketing in a sustainable environment
- S3 - Appreciate and explain the key aspects of toxicology as they relate to the use of cosmetic products by consumers, including the role of product and ingredient testing and clinical evaluation of their safety and toxicity;
- S4 - Explain the key aspects of international regulatory and legislative requirements for cosmetic products and critically evaluate how these regulations sit in the context of product / ingredient claims and branding / advertising;
- S5 - Identify and describe the key issues in supply chain management, and interpret how this impacts on formulation design and market delivery, including the development of sustainable supply chains;
- S6 - Critically evaluate current research and advanced scholarship relevant to the chosen research area;
- S7 - Demonstrate a comprehensive understanding of research techniques and self-management skills in order to plan a programme of research at a professional level;
- S8 - Communicate effectively, verbally and in writing, the key scientific concepts and market strategies that underpin safe, effective and commercially viable development of cosmetic products in a wide range of territories

Key or transferable skills (including employability skills) (E)

Successful students will be able to:

- E1 - Appreciate and understand how the core chemical and biological sciences integrate to underpin the successful development of cosmetic and related products, a core skills base which is directly applicable to a number of other "fast-moving goods" industries (e.g. pharmaceuticals, home and personal care products, foods);
- E2 - Develop an open and questioning approach to ideas, demonstrating curiosity, independence of thought and the ability to appreciate a range of perspectives on the natural and social worlds, including constructively using feedback and evidence-informed decisions;
- E3 - Locate, evaluate and synthesise large amounts of frequently conflicting information, ideas and data in order to develop novel, safe and effective cosmetic products;
- E4 - Identify and manage appropriate resources to creatively solve problems, either individually or as a member of a team or professional group, using a range of different approaches and techniques, underpinned by evidence from research, and to determine which techniques are appropriate to apply to the development of novel, safe and effective cosmetic products;
- E5 - Appreciate the social, environmental and global implications of your studies and other activities, including recognition of ethical implications, sustainability of supply chains and their environments, across a range of territories;
- E6 - Communicate clearly and effectively in written and verbal forms for different purposes and to a variety of audiences.

Intellectual skills (I)

Successful students will be able to:

- I1 - Think independently and inventively by demonstrating understanding of recent advances in the area of practice.
- I2 - Construct complex arguments to assert positions and solve problems with original approaches.
- I3 - Critically consider aspects of contrasting theories in the area of practice and take intellectual risks.
- I4 - Gather and evaluate information, data, assumptions to make reasoned decisions and formulate innovative solutions.

Keele Graduate Attributes

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

6. How is the programme taught?

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

- Lectures, tutorials and workshops;
- Problem-solving sessions;
- Interactive and immersive 3D teaching in the Health Cinema;
- Laboratory work (individual and group exercises);
- The integrated 'synoptic' assessment. This is key component of our commitment to social learning which integrates the differing science subjects with the business (e.g. regulatory and legal) aspects of the programme to develop relevant products to consumers across diverse marketplaces.

The School for Allied Health Professions and Pharmacy's commitment to digital technologies has been embedded in all our programmes since they have been created. This includes teaching sessions delivered in the Health Cinema which utilise 3D technologies to enhance learning and the use of online methods of delivery (currently embedded using MS Teams and Panopto) for individual and group teaching sessions as well as embedding online technology in programme assessments. This diversity and flexibility in our approach to teaching and learning ensures that we can optimise the learning environment and tailor it to match expectations for all students, and that we can quickly respond to prevailing approaches when required.

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

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

- The use of a wide range of assessment skills allow us to focus on different aspects of the challenges faced in cosmetic and related formulation development; for example, this might include the use of individual or group-based activities, oral presentation sessions or student-led workshops where decision making is both collective and led by students; research projects may also give you the ability to work on a major piece of novel research not only by themselves but in collaboration with students taking similar projects and within the setting of research groups with The School for Allied Health Professions and Pharmacy.
- In collaboration with Learning Science we have designed and implemented novel interactive laboratory worksheets which provide instant, bespoke feedback and are self-marking. This provides detailed, instant and specific personalised feedback. This system automatically recognises Keele's virtual learning environment, automatically updating your academic record.
- Embedded within these interactive worksheets are a number of fully interactive simulations which link to practical work, providing a strong template from which successful learning and assessment will result.

7. Teaching Staff

The staff who deliver this course are based predominately within The School for Allied Health Professions and Pharmacy and have expertise in the core aspects of the pharmaceutical and cosmetic sciences: pharmacology, physiology, medicinal and organic chemistry and formulation and toxicology. In addition, several members of the School's academic staff have previously worked in the pharmaceutical and cosmetics industries, and who are therefore able to frame their academic work within the context of their previous roles.

The BSc programme also makes significant use of expert external speakers who are, or have worked, in the cosmetics industry or related industries. This includes a range of business-focused roles and addresses with real world examples subjects as diverse as clinical development, marketing and branding of cosmetic products, the role of healthcare systems in the context of cosmetic product sales and regulatory affairs.

The University will attempt to minimise changes to our core teaching teams, however, delivery of the programme depends on having a sufficient number of staff with the relevant expertise to ensure that the programme is taught to the appropriate academic standard.

Staff turnover, for example where key members of staff leave, fall ill or go on research leave, may result in changes to the programme's content. The University will endeavour to ensure that any impact on students is limited if such changes occur.

8. What is the structure of the Programme?

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

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

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

Global Challenge Pathways

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

Global Challenge Pathways can either be taken as one 15-credit module at Levels 4, 5 and 6, or one 15-credit module at Levels 5 and 6. For more information about our Global Challenge Pathways please visit: https://www.keele.ac.uk/study/undergraduate/globalchallengepathways/

Modern Languages or Certificate in TESOL

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

If you choose the Language Specialist pathway, you will automatically be enrolled on a Semester 2 Modern Language module as a continuation of your language of choice (NB: in year 1, this is a faculty funded 'additional' module). Undertaking a Modern Languages module in Semester 2 is compulsory if you wish to continue to the Language Specialist Global Challenge Pathway the following academic year.

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

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

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

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

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

Year	Compulsory	Optional	
		Min	Max
Level 4	105	15	15
Level 5	90	30	30
Level 6	90	30	30

Module Lists

Level 4

Students will take 105 credits of compulsory modules, PHA-10028, PHA-10030, PHA-10032 and PHA-10038.

PHA-10028 and PHA-10030 are shared with the BSc Pharmaceutical Science and with the BSc in Regenerative Medicine; PHA-10032 is shared with the BSc Pharmaceutical Science and focuses on introducing the core pharmaceutical sciences to students.

Students will therefore take 15 credits of optional modules. Students will have three optional pathways to select from:

1. Global Challenge Pathway
2. A module from those available from the Business School
3. PHA-10036 Introduction to Formulation Science

All optional module selections are subject to availability and compatibility with The School for Allied Health Professions and Pharmacy timetable for compulsory modules.

Compulsory modules	Module Code	Credits	Period
Introduction to Cosmetic Science	PHA-10038	15	Semester 1
Human Anatomy and Physiology	PHA-10028	30	Semester 1-2
Biochemistry & Cell Biology	PHA-10030	30	Semester 1-2
Introduction to Pharmaceutical Science	PHA-10032	30	Semester 1-2

Optional modules	Module Code	Credits	Period
Marketing Principles	MAN-10019	15	Semester 1
Global Business Environment	MAN-10022	15	Semester 1
Introduction to International Business	MAN-10023	15	Semester 2
Multinational Enterprise Business Perspectives	MAN-10026	15	Semester 2
Introduction to Formulation Science	PHA-10036	15	Semester 2

Level 4 Module Rules

To obtain the additional degree notations of either "..with competency" or "...with advanced competency" outside the GCP framework students should take four modules across the elective space provided. In the case of language modules offered by The Keele University Language Centre, this involves taking four modules across the three years of the programme. Whilst it is more common to take these modules at Levels 5 and 6 (one module

in each semester at each year) it is also possible, but more associated with the Study Abroad scheme, for students to take a language module in Semester 1 at Level 4 and then to continue this in Semester 2 at Level 5, completing the four modules at Level 6.

Language modules offered by the Language Centre are numbers LLU-xxx[n], with n normally being 1 to 10 which reflects the level of the module content.

For students to receive the "...with competence" notation they must take four language modules across their programme of study, up to Level 6, e.g. for "competence" in Spanish they should take SPN-9003/4/5/6 across the three years of their programme. For students to receive the "...with advanced competence" notation they must take four language modules across their programme of study, up to Level 10, e.g. for "competence" in Spanish they should take SPN-9007/8/9/10 across the three years of their programme.

Students can, of course, take language modules without seeking or achieving the additional degree notations.

Level 5

Students will take 90 credits of compulsory modules: PHA-20030, PHA-20032 and PHA-20034.

Students will therefore also take 30 credits of optional modules.

Students will have three **optional** pathways which they may select from:

1. The **Global Challenge Pathway**

2. Two modules from those available from the **Business School** (one, 15-credit module) or two modules from the Language Centre.

3. One 15-credit module from the Language Centre and one 15-credit module from the Keele Business School.

All optional module selections are subject to availability and compatibility with School for Allied Health Professions and Pharmacy timetable for compulsory modules.

Students will be encouraged to take one optional module in each semester but it is appreciated that this might not always be possible. Where two or more optional modules are selected in the same academic year the availability of modules will depend on the exact choice made in order to avoid overlap.

Compulsory modules	**Module Code**	**Credits**	**Period**
Fundamental Formulation Science (Cosmetic Science)	PHA-20032	30	Semester 1
Cosmetic Product Quality Assurance and Quality Control	PHA-20030	30	Semester 1-2
Applied Formulation Science (Cosmetic Science)	PHA-20034	30	Semester 2

Optional modules	**Module Code**	**Credits**	**Period**
Organisational Behaviour	MAN-20055	15	Semester 1
Operations and Quality Management	MAN-20053	15	Semester 2

Level 5 Module Rules

To obtain the additional degree notations of either "..with competency" or "...with advanced competency" outside the GCP framework students should take four modules across the elective space provided. In the case of language modules offered by The Keele University Language Centre, this involves taking four modules across the three years of the programme. Whilst it is more common to take these modules at Levels 5 and 6 (one module in each semester at each year) it is also possible, but more associated with the Study Abroad scheme, for students to take a language module in Semester 1 at Level 4 and then to continue this in Semester 2 at Level 5, completing the four modules at Level 6.

Language modules offered by the Language Centre are numbers LLU-xxx[n], with n normally being 1 to 10

which reflects the level of the module content.

For students to receive the "...with competence" notation they must take four language modules across their programme of study, up to Level 6, e.g. for "competence" in Spanish they should take SPN-9003/4/5/6 across the three years of their programme. For students to receive the "...with advanced competence" notation they must take four language modules across their programme of study, up to Level 10, e.g. for "competence" in Spanish they should take SPN-9007/8/9/10 across the three years of their programme.

Students can, of course, take language modules without seeking or achieving the additional degree notations.

Level 6

Students will take 90 credits of compulsory modules.

Students will therefore also take 30 credits of optional modules.

Students will have a range of optional pathways which they may select from:

1. The Global Challenge Pathway

2. Up to two 15-credit modules from those available from the Language Centre

3. Modules delivered by The School for Allied Health Professions and Pharmacy

4. Any combination of modules from The Global Challenge Pathway, The Language Centre or The School for Allied Health Professions and Pharmacy, which are worth 30 credits in total; optional modules are normally 15 credits, except PHA-30019 Current Topics in Pharmaceutical Sciences, which is 30 credits.

All optional module selections are subject to availability and compatibility with The School for Allied Health Professions and Pharmacy timetable for compulsory modules.

Compulsory modules	**Module Code**	**Credits**	**Period**
Sustainability And Supply Chain Management In The Cosmetics Industry	PHA-30049	15	Semester 1
Regulatory Pharmacology and Toxicology (Cosmetics)	PHA-30051	15	Semester 1
Cosmetic Science Research Project	PHA-30047	30	Semester 1-2
Advanced Formulation Science (Cosmetic Science)	PHA-30053	15	Semester 1-2
Cosmetic Claims	PHA-30045	15	Semester 2

Optional modules	**Module Code**	**Credits**	**Period**
Current Developments in Pharmaceutical Science II	PHA-30017	15	Semester 1-2
Current Developments in Pharmaceutical Science	PHA-30019	30	Semester 1-2
Advanced Pharmaceutics & Drug Delivery	PHA-30067	15	Semester 1-2
Work Placement for Pharmaceutical & Cosmetic Science Programmes	PHA-30065	0	Semester 1-3

Level 6 Module Rules

To obtain the additional degree notations of either "..with competency" or "...with advanced competency" outside the GCP framework students should take four modules across the elective space provided. In the case of language modules offered by The Keele University Language Centre, this involves taking four modules across the three years of the programme. Whilst it is more common to take these modules at Levels 5 and 6 (one module in each semester at each year) it is also possible, but more associated with the Study Abroad scheme, for

students to take a language module in Semester 1 at Level 4 and then to continue this in Semester 2 at Level 5, completing the four modules at Level 6.

Language modules offered by the Language Centre are numbers LLU-xxx[n], with n normally being 1 to 10 which reflects the level of the module content.

For students to receive the "...with competence" notation they must take four language modules across their programme of study, up to Level 6, e.g. for "competence" in Spanish they should take SPN-9003/4/5/6 across the three years of their programme. For students to receive the "...with advanced competence" notation they must take four language modules across their programme of study, up to Level 10, e.g. for "competence" in Spanish they should take SPN-9007/8/9/10 across the three years of their programme.

Students can, of course, take language modules without seeking or achieving the additional degree notations.

Learning Outcomes

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

Level 4

Subject Knowledge and Understanding	
Learning Outcome	**Module in which this is delivered**
K1 - Understand the core principles of the cosmetic sciences as they are applied to the development, manufacture and marketing of cosmetic and related products	Introduction to Cosmetic Science - PHA-10038
K2 - Appreciate and explore the core underpinning sciences related to the cosmetic sciences, such as chemistry, biological sciences, toxicology and formulation science	Introduction to Pharmaceutical Science - PHA-10032 Biochemistry & Cell Biology - PHA-10030 Human Anatomy and Physiology - PHA-10028
K3 - Appreciate the role of legislation in a range of territories in marketing safe and effective cosmetic products, supported by substantive claims	Introduction to Cosmetic Science - PHA-10038

Subject Specific Skills	
Learning Outcome	**Module in which this is delivered**
S1 - Appreciate and explore the chemical, physical and biological sciences that underpin cosmetic science and that are required in order to understand the design and formulation of suitable cosmetic products and their interaction with consumers	Introduction to Pharmaceutical Science - PHA-10032 Introduction to Cosmetic Science - PHA-10038 Biochemistry & Cell Biology - PHA-10030 Human Anatomy and Physiology - PHA-10028
S2 - Appreciate the nature of cosmetic product development, both in the laboratory and in the business environments, and to use this knowledge in the development of new strategies to develop new and novel formulations; this will be conducted in the context of the safety, legal and regulatory framework associated with cosmetic science formulation, development and marketing in a sustainable environment	Introduction to Cosmetic Science - PHA-10038
S4 - Explain the key aspects of international regulatory and legislative requirements for cosmetic products and critically evaluate how these regulations sit in the context of product / ingredient claims and branding / advertising	Introduction to Cosmetic Science - PHA-10038

Intellectual skills	
Learning Outcome	**Module in which this is delivered**
I1 - Think independently and inventively by demonstrating understanding of recent advances in the area of practice	Introduction to Pharmaceutical Science - PHA-10032 Biochemistry & Cell Biology - PHA-10030 Human Anatomy and Physiology - PHA-10028 Introduction to Cosmetic Science - PHA-10038
I2 - Construct complex arguments to assert positions and solve problems with original approaches	Biochemistry & Cell Biology - PHA-10030 Human Anatomy and Physiology - PHA-10028 Introduction to Cosmetic Science - PHA-10038 Introduction to Pharmaceutical Science - PHA-10032
I3 - Critically consider aspects of contrasting theories in the area of practice and take intellectual risks	Introduction to Cosmetic Science - PHA-10038 Human Anatomy and Physiology - PHA-10028 Biochemistry & Cell Biology - PHA-10030 Introduction to Pharmaceutical Science - PHA-10032
I4 - Gather and evaluate information, data, assumptions to make reasoned decisions and formulate innovative solution	Introduction to Cosmetic Science - PHA-10038

Key or Transferable Skills (graduate attributes)	
Learning Outcome	**Module in which this is delivered**
E1 - Appreciate and understand how the core chemical and biological sciences integrate to underpin the successful development of cosmetic and related products, a core skills base which is directly applicable to a number of other "fast-moving goods" industries (e.g. pharmaceuticals, home and personal care products, foods)	Biochemistry & Cell Biology - PHA-10030 Introduction to Pharmaceutical Science - PHA-10032 Human Anatomy and Physiology - PHA-10028 Introduction to Cosmetic Science - PHA-10038
E2 - Develop an open and questioning approach to ideas, demonstrating curiosity, independence of thought and the ability to appreciate a range of perspectives on the natural and social worlds, including constructively using feedback and evidence-informed decisions	Introduction to Pharmaceutical Science - PHA-10032 Introduction to Cosmetic Science - PHA-10038 Human Anatomy and Physiology - PHA-10028 Biochemistry & Cell Biology - PHA-10030
E3 - Locate, evaluate and synthesise large amounts of frequently conflicting information, ideas and data in order to develop novel, safe and effective cosmetic products	Biochemistry & Cell Biology - PHA-10030 Human Anatomy and Physiology - PHA-10028 Introduction to Pharmaceutical Science - PHA-10032 Introduction to Cosmetic Science - PHA-10038
E5 - Appreciate the social, environmental and global implications of your studies and other activities, including recognition of ethical implications, sustainability of supply chains and their environments, across a range of territories	Introduction to Cosmetic Science - PHA-10038

Level 5

Subject Knowledge and Understanding	
Learning Outcome	**Module in which this is delivered**
K1 - Understand the core principles of the cosmetic sciences as they are applied to the development, manufacture and marketing of cosmetic and related products development and product marketing	Fundamental Formulation Science (Cosmetic Science) - PHA-20032 Cosmetic Product Quality Assurance and Quality Control - PHA-20030 Applied Formulation Science (Cosmetic Science) - PHA-20034
K2 - Appreciate and explore the core underpinning sciences related to the cosmetic sciences, such as chemistry, biological sciences, toxicology and formulation science	Fundamental Formulation Science (Cosmetic Science) - PHA-20032
K3 - Appreciate the role of legislation in a range of territories in marketing safe and effective cosmetic products, supported by substantive claims	Cosmetic Product Quality Assurance and Quality Control - PHA-20030
K6 - Communicate effectively the key scientific, marketing, safety and sustainable issues underpinning cosmetic product development	Fundamental Formulation Science (Cosmetic Science) - PHA-20032 Cosmetic Product Quality Assurance and Quality Control - PHA-20030 Applied Formulation Science (Cosmetic Science) - PHA-20034

Subject Specific Skills	
Learning Outcome	**Module in which this is delivered**
S1 - Appreciate and explore the chemical, physical and biological sciences that underpin cosmetic science and that are required in order to understand the design and formulation of suitable cosmetic products and their interaction with consumers	Applied Formulation Science (Cosmetic Science) - PHA-20034 Cosmetic Product Quality Assurance and Quality Control - PHA-20030 Fundamental Formulation Science (Cosmetic Science) - PHA-20032
S2 - Appreciate the nature of cosmetic product development, both in the laboratory and in the business environments, and to use this knowledge in the development of new strategies to develop new and novel formulations; this will be conducted in the context of the safety, legal and regulatory framework associated with cosmetic science formulation, development and marketing in a sustainable environment	Fundamental Formulation Science (Cosmetic Science) - PHA-20032 Applied Formulation Science (Cosmetic Science) - PHA-20034 Cosmetic Product Quality Assurance and Quality Control - PHA-20030
S3 - Appreciate and explain the key aspects of toxicology as they relate to the use of cosmetic products by consumers, including the role of product and ingredient testing and clinical evaluation of their safety and toxicity	Cosmetic Product Quality Assurance and Quality Control - PHA-20030
S4 - Explain the key aspects of international regulatory and legislative requirements for cosmetic products and critically evaluate how these regulations sit in the context of product / ingredient claims and branding / advertising	Cosmetic Product Quality Assurance and Quality Control - PHA-20030
S5 - Identify and describe the key issues in supply chain management, and interpret how this impacts on formulation design and market delivery, including the development of sustainable supply chains	Applied Formulation Science (Cosmetic Science) - PHA-20034
S6 - Communicate effectively the key scientific, marketing, safety and sustainable issues underpinning cosmetic product development	Applied Formulation Science (Cosmetic Science) - PHA-20034 Fundamental Formulation Science (Cosmetic Science) - PHA-20032 Cosmetic Product Quality Assurance and Quality Control - PHA-20030
S8 - Communicate effectively, verbally and in writing, the key scientific concepts and market strategies that underpin safe, effective and commercially viable development of cosmetic products in a wide range of territories	Cosmetic Product Quality Assurance and Quality Control - PHA-20030

Intellectual skills	
Learning Outcome	**Module in which this is delivered**
I1 - Think independently and inventively by demonstrating understanding of recent advances in the area of practice	Applied Formulation Science (Cosmetic Science) - PHA-20034 Cosmetic Product Quality Assurance and Quality Control - PHA-20030 Fundamental Formulation Science (Cosmetic Science) - PHA-20032
I2 - Construct complex arguments to assert positions and solve problems with original approaches	Applied Formulation Science (Cosmetic Science) - PHA-20034
I3 - Critically consider aspects of contrasting theories in the area of practice and take intellectual risks	Applied Formulation Science (Cosmetic Science) - PHA-20034
I4 - Gather and evaluate information, data, assumptions to make reasoned decisions and formulate innovative solutions	Applied Formulation Science (Cosmetic Science) - PHA-20034 Cosmetic Product Quality Assurance and Quality Control - PHA-20030 Fundamental Formulation Science (Cosmetic Science) - PHA-20032

Key or Transferable Skills (graduate attributes)	
Learning Outcome	**Module in which this is delivered**
E1 - Appreciate and understand how the core chemical and biological sciences integrate to underpin the successful development of cosmetic and related products, a core skills base which is directly applicable to a number of other "fast-moving goods" industries (e.g. pharmaceuticals, home and personal care products, foods)	Fundamental Formulation Science (Cosmetic Science) - PHA-20032 Applied Formulation Science (Cosmetic Science) - PHA-20034
E2 - Develop an open and questioning approach to ideas, demonstrating curiosity, independence of thought and the ability to appreciate a range of perspectives on the natural and social worlds, including constructively using feedback and evidence-informed decisions	Applied Formulation Science (Cosmetic Science) - PHA-20034
E3 - Locate, evaluate and synthesise large amounts of frequently conflicting information, ideas and data in order to develop novel, safe and effective cosmetic products	Cosmetic Product Quality Assurance and Quality Control - PHA-20030 Applied Formulation Science (Cosmetic Science) - PHA-20034 Fundamental Formulation Science (Cosmetic Science) - PHA-20032
E4 - Identify and manage appropriate resources to creatively solve problems, either individually or as a member of a team or professional group, using a range of different approaches and techniques, underpinned by evidence from research, and to determine which techniques are appropriate to apply to the development of novel, safe and effective cosmetic products	Applied Formulation Science (Cosmetic Science) - PHA-20034 Cosmetic Product Quality Assurance and Quality Control - PHA-20030
E5 - Communicate clearly and effectively in written and verbal forms for different purposes and to a variety of audience	Fundamental Formulation Science (Cosmetic Science) - PHA-20032 Cosmetic Product Quality Assurance and Quality Control - PHA-20030 Applied Formulation Science (Cosmetic Science) - PHA-20034

Level 6

Subject Knowledge and Understanding	
Learning Outcome	**Module in which this is delivered**
K1 - Understand the core principles of the cosmetic sciences as they are applied to the development, manufacture and marketing of cosmetic and related products	Cosmetic Claims - PHA-30045 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Cosmetic Science Research Project - PHA-30047 Advanced Formulation Science (Cosmetic Science) - PHA-30053
K3 - Appreciate the role of legislation in a range of territories in marketing safe and effective cosmetic products, supported by substantive claims	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Cosmetic Claims - PHA-30045
K4 - Describe key issues in supply chain management and apply them to the sustainable development of cosmetic products	Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Advanced Formulation Science (Cosmetic Science) - PHA-30053 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049
K5 - Demonstrate a comprehensive understanding of the research in cosmetic science and apply this to emerging challenges in specific research areas	Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Advanced Formulation Science (Cosmetic Science) - PHA-30053 Cosmetic Science Research Project - PHA-30047
K6 - Communicate effectively the key scientific, marketing, safety and sustainable issues underpinning cosmetic product development	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Cosmetic Claims - PHA-30045

Subject Specific Skills	
Learning Outcome	**Module in which this is delivered**
S1 - Appreciate and explore the chemical, physical and biological sciences that underpin cosmetic science and that are required in order to understand the design and formulation of suitable cosmetic products and their interaction with consumers	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Cosmetic Science Research Project - PHA-30047 Cosmetic Claims - PHA-30045 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051
S2 - Appreciate the nature of cosmetic product development, both in the laboratory and in the business environments, and to use this knowledge in the development of new strategies to develop new and novel formulations; this will be conducted in the context of the safety, legal and regulatory framework associated with cosmetic science formulation, development and marketing in a sustainable environment	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Cosmetic Claims - PHA-30045 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051
S3 - Appreciate and explain the key aspects of toxicology as they relate to the use of cosmetic products by consumers, including the role of product and ingredient testing and clinical evaluation of their safety and toxicity	Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Cosmetic Claims - PHA-30045
S4 - Explain the key aspects of international regulatory and legislative requirements for cosmetic products and critically evaluate how these regulations sit in the context of product / ingredient claims and branding / advertising	Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Cosmetic Claims - PHA-30045
S5 - Identify and describe the key issues in supply chain management, and interpret how this impacts on formulation design and market delivery, including the development of sustainable supply chains	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049
S6 - Critically evaluate current research and advanced scholarship relevant to the chosen research area	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Cosmetic Science Research Project - PHA-30047
S7 - Demonstrate a comprehensive understanding of research techniques and self-management skills in order to plan a programme of research at a professional level	Cosmetic Science Research Project - PHA-30047
S8 - Communicate effectively, verbally and in writing, the key scientific concepts and market strategies that underpin safe, effective and commercially viable development of cosmetic products in a wide range of territories	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Cosmetic Claims - PHA-30045

Intellectual skills	
Learning Outcome	**Module in which this is delivered**
I1 - Think independently and inventively by demonstrating understanding of recent advances in the area of practice	Cosmetic Science Research Project - PHA-30047 Advanced Formulation Science (Cosmetic Science) - PHA-30053
I2 - Construct complex arguments to assert positions and solve problems with original approaches	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Cosmetic Claims - PHA-30045 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Cosmetic Science Research Project - PHA-30047
I3 - Critically consider aspects of contrasting theories in the area of practice and take intellectual risks	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Cosmetic Science Research Project - PHA-30047 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Cosmetic Claims - PHA-30045
I4 - Gather and evaluate information, data, assumptions to make reasoned decisions and formulate innovative solutions	Advanced Formulation Science (Cosmetic Science) - PHA-30053 Cosmetic Science Research Project - PHA-30047 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Cosmetic Claims - PHA-30045

Key or Transferable Skills (graduate attributes)	
Learning Outcome	**Module in which this is delivered**
E1 - Appreciate and understand how the core chemical and biological sciences integrate to underpin the successful development of cosmetic and related products, a core skills base which is directly applicable to a number of other "fast-moving goods" industries (e.g. pharmaceuticals, home and personal care products, foods)	Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Cosmetic Science Research Project - PHA-30047 Advanced Formulation Science (Cosmetic Science) - PHA-30053 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049
E2 - Develop an open and questioning approach to ideas, demonstrating curiosity, independence of thought and the ability to appreciate a range of perspectives on the natural and social worlds, including constructively using feedback and evidence-informed decisions	Cosmetic Science Research Project - PHA-30047 Advanced Formulation Science (Cosmetic Science) - PHA-30053 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049
E3 - Locate, evaluate and synthesise large amounts of frequently conflicting information, ideas and data in order to develop novel, safe and effective cosmetic products	Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Cosmetic Science Research Project - PHA-30047 Advanced Formulation Science (Cosmetic Science) - PHA-30053
E4 - Identify and manage appropriate resources to creatively solve problems, either individually or as a member of a team or professional group, using a range of different approaches and techniques, underpinned by evidence from research, and to determine which techniques are appropriate to apply to the development of novel, safe and effective cosmetic products	Cosmetic Science Research Project - PHA-30047 Cosmetic Claims - PHA-30045 Advanced Formulation Science (Cosmetic Science) - PHA-30053 Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049
E5 - Appreciate the social, environmental and global implications of your studies and other activities, including recognition of ethical implications, sustainability of supply chains and their environments, across a range of territories	Sustainability And Supply Chain Management In The Cosmetics Industry - PHA-30049 Regulatory Pharmacology and Toxicology (Cosmetics) - PHA-30051 Cosmetic Claims - PHA-30045
E6 - Communicate clearly and effectively in written and verbal forms for different purposes and to a variety of audiences	Cosmetic Science Research Project - PHA-30047 Cosmetic Claims - PHA-30045

9. Final and intermediate awards

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

Honours Degree **BSc (Hons) Cosmetic Science**	360 credits	You will require at least 120 credits at levels 4, 5 and 6 You must accumulate at least 270 credits in your main subject (out of 360 credits overall), with at least 90 credits in each of the three years of study, to graduate with a named single honours degree in this subject. In addition, students whose credits include 45 credits for modules provided by The Language Centre can, depending on the CEFR-level of those modules, be additionally awarded the notation on their degree certificate of "with competency" or "with advanced competency" in their chosen language.
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

10. How is the Programme Assessed?

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

- The assessments used in this programme reflect a wide range of academic practice and are also designed to be relevant to the needs of the industry. For example, the synoptic assessment collates and integrates learning across science and business in a social context at Level Five of the programme, whilst the use of batch record sheets in laboratory sessions reflect practice in various laboratory-based industries (including pharmaceuticals and cosmetics). The main modes of assessment are examinations (essay-based, short-answer questions and multiple choice questions), laboratory practical exercises (with associated report-writing and documentation completion, as well as physical sample preparation and analysis), workshops (including formulation and analytical calculations), group and individual presentations and synoptic exercises.

Marks are awarded for summative assessments designed to assess your achievement of learning outcomes. You will also have the opportunity to take formative assessments, which will 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 - normally 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.

At all levels (4-6), Low Stakes Assessments (LSAs) have been introduced to aid your engagement with the course. These contribute to a range of assessments at all levels.

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.

Most undergraduate courses at Keele contain an element of module choice; therefore, each individual undertaking this programme 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 you may expect on your chosen course by year stage of study. Contact time includes scheduled activities such as: lecture, seminar, tutorial, project supervision, demonstration, practical classes and labs, supervised time in labs/workshop, fieldwork and external visits. The figures are based on 1,200 hours of student effort each year (for full-time students).

Activity

	Scheduled learning and teaching activities	Guided independent Study	Placements
Year 1 (Level 4)	27%	70.7%	2.3%
Year 2 (Level 5)	27.4%	72.6%	0%
Year 3 (Level 6)	29%	71%	0%

12. Accreditation

This programme is not currently accredited by an external body. We are seeking to begin the process of applying for accreditation for this programme in the upcoming academic year.

13. University Regulations

The University Regulations form the framework for learning, teaching and assessment and other aspects of the student experience. Further information about the University Regulations can be found at: http://www.keele.ac.uk/student-agreement/

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

See the relevant course page on the website for the admission requirements relevant to this programme: https://www.keele.ac.uk/study/

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 Science Foundation Year (SFY) programme. Progression from the SFY to the first year of the BSc programme requires you to achieve a minimum of 60% overall and in each module studied.

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 7.0 overall, with a minimum of 6.5 in each sub-component, or equivalent.

English for Academic Purposes

Please note: All new international students entering the university will provide a sample of Academic English during their registration Using this sample, the Language Centre may allocate you to an English language module which will become compulsory. This will replace any GCP modules. *NB:* students can take an EAP module only with the approval of the English Language Programme Director and are not able to take any other Language modules in the same academic year.

English Language Modules at Level 4:

- Business - ENL-90003 Academic English for Business Students (Part 1); ENL-90004 Academic English for Business Students (2)
- Science - ENL-90013 Academic English for Science Students
- General - ENL-90006 English for Academic Purposes 2; ENL-90001 English for Academic Purposes 3; ENL-90002 English for Academic Purposes 4

English Language Modules at Level 5:

- Business - ENL-90003 Academic English for Business Students (Part 1); ENL-90004 Academic English for Business Students (2)

- Science - ENL-90013 Academic English for Science Students
- General - ENL-90006 English for Academic Purposes 2; ENL-90001 English for Academic Purposes 3; ENL-90002 English for Academic Purposes 4

English Language Modules at Level 6:

- Business - ENL-90003 Academic English for Business Students (Part 1); ENL-90004 Academic English for Business Students (2); ENL-90005 Advanced Business English Communication
- Science - ENL-90013 Academic English for Science Students
- General - ENL-90006 English for Academic Purposes 2; ENL-90001 English for Academic Purposes 3; ENL-90002 English for Academic Purposes 4

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

15. How are students supported on the programme?

Keele Online Learning Environment

When you enrol on the course will be assigned a username and password that provides access to the main University network, email and the Internet. Keele Learning Environment (KLE) - The KLE is used by Keele to provide every student and member of staff with a personal teaching and learning workspace that can be accessed through the internet. This is where you will find all the teaching materials that are associated with the course, including the online recordings made via Panopto, which is embedded in each module for your programmein the KLE. You will also find copies of all the programme guidance documents and a section where you can access careers support information, as well as the teaching materials for the BSc course.

You should regularly access the KLE, ideally on a daily basis, since it provides the most accurate and up-to-date information with regard to your course. Online help for the KLE can be found here: http://www.keele.ac.uk/klehelp. New students will be provided with log-in details and an introductory session on the use of the KLE soon after registration.

The online environment also includes the integrated Microsoft Office suite, which includes email and Teams. MS Teams is extensively used for meetings and teaching, allowing lectures to be recorded for future reference.

Communication with Students

School for Allied Health Professions and Pharmacy and other University services will contact you intermittently with important information related to your studies. The primary channel for communication will be your Keele email address. It is expected that you will check your Keele email regularly, and you are responsible for reading University emails and taking action if appropriate. The secondary channel for communication is through the post so please ensure that you keep your address details up-to-date on SCIMS. This information may include details of assessments and notification of changes to teaching sessions. School for Allied Health Professions and Pharmacy will not send information to any personal email addresses.

Sources of help and advice

You will find that all staff associated with School for Allied Health Professions and Pharmacy - for both the MPharm and BSc programmes - are friendly and approachable, and you should not feel worried or inhibited about going to see them at any time. Please do not hesitate to contact your Academic Mentor, your Year Tutor, the Director of Education for the BSc or MPharm or, if you prefer, any other member of staff if you require help or advice on any matter that affects your academic progress or any other aspect of your life at Keele.

Academic Mentors

Your Academic Mentor is a first point of contact for general guidance on academic and career development and, in consultation with yourself, may refer you to specialist academic support services within the University. Your Academic Mentor can also provide advice, support and general guidance on non-academic issues or, again, in consultation with yourself refer you to pastoral support services within the University, where necessary. Your Academic Mentor will be a member of staff associated with School for Allied Health Professions and Pharmacy.

It is important that you inform your Academic Mentor or the year / module tutor of any circumstances, medical or otherwise, that may affect your academic work.

Your Academic Mentor may have particular office hours or you may have to arrange an appointment; you should contact your Academic Mentor by telephone, email or MS Teams if you wish to discuss a particular issue but do not hesitate to approach your Mentor immediately if there is a problem that you wish to discuss urgently. If you cannot contact your Academic Mentor, you may contact the Student Engagement and Retention Lead, who oversees the Academic Mentoring system for the School for Allied Health Professions and Pharmacy, the

Student Experience and Support Officer (SESO) or the Programme Director, who oversees academic matters on the programme . The University Disability Support and Inclusion team (DSI) can also be contacted for support. You can find the University's Code of Practice for Academic Mentoring at: https://www.keele.ac.uk/policyzone/data/academicmentoringcodeofpractice/

Reference requests

You should always give the name and contact details of your Academic Mentor if you are asked to provide a contact for references when applying for jobs. It is courteous always to let your Mentor know each time that you give their contact details to someone, so that they are aware that they may be approached.

Your first point of contact should always be your Academic Mentor, but you may also approach other members of the academic staff to write a reference for you but only if more than one academic reference is required. In these circumstances you must ask the permission of that person in advance. In addition to being a professional courtesy, this is to ensure that staff members are aware that they may be approached by employers.

Your Mentor or other referees will ensure that it is as accurate as possible and will familiarise themselves with both your academic performance and the levels of application and professionalism that you have demonstrated during your time on the course. Please note that if your attendance record is poor or if you have been found guilty of academic misconduct or unprofessional behaviour then this may be reflected in your reference, and hence may jeopardise your chance of success with your application. You should note that nowadays employers routinely ask whether you have been subject to disciplinary investigations.

Progress interviews with your Academic Mentor

If you are new to the programme you will be introduced to your Academic Mentor in your second week.

You will meet regularly with Academic Mentors throughout their time at Keele. There will be reminders in your timetable when the meetings are due throughout the year. The meetings are to give feedback on your academic progress, and to give you the opportunity to raise any matters of concern.

Meetings with your Mentor are treated in confidence. A note of the meeting will be kept on your personal record but access to this is limited. If it is necessary to keep details of sensitive information, such as medical conditions relating to missed assessments, then access to this type of information is strictly limited.

Additional help and Guidance

Additional information relating to student welfare and support can be found through:

Advice and Support at Keele - ASK

Located on the ground floor of KeeleSU (the Students' Union), ASK delivers independent advice on a whole range of issues, including academic, health, family, wellbeing, accommodation, finance, legal, international and employment. The advice and support that ASK offers is free, confidential, non-judgmental and impartial. Located within the School, our trained Student Experience and Support Officers are here to help, just ASK. For more information, please visit www.keelesu.com/advice or come and see us between Mon-Fri 10.00am to 12.30pm and 1.00pm to 4.00pm.

16. Learning Resources

The University Library

The University Library's mission is to provide effective access to all forms of academic information in support of the University's teaching, learning and research. We have two Library sites, the main Campus Library and the Health Library at the Royal Stoke Hospital. We offer over 1,100 study spaces and extensive opening hours - the Campus Library is open 24/7 during semester and the Health Library seven days a week all year (except bank holidays). You can work in a variety of study environments, ranging from group to silent study, and can also book rooms for either purpose. There's also a refreshment area in the Campus Library, and Wi-Fi access is available on both our sites. Our academic collections are provided both online and in print. We subscribe to around 20,000 e-journals, 300,000 e-books and have over 600,000 items on our shelves. You can access many reading lists online, and our "Catalogue Plus" service can be used to find relevant information both in print and online via a single easy-to-use web catalogue. Books can normally be borrowed for two weeks, one week or one day, depending on demand for the title. You can get help from our staff at the Library's InfoPoint, and throughout the year. Liaison Librarians provide an extensive range of training tailored to help you with their research and information skills. Find out more about our services from our website: http://www.keele.ac.uk/library/. Accessing e-journals off campus - Access to Keele's e-resources is through your Keele username and password. When you reach the journal home page look out for a link called "institutional log-in" or "Shibboleth log-in", select the UK Federation and then Keele University and log in using your IT Account username and password (the log-in you use to access the Campus network) when you reach the usual yellow Keele log-in screen. Visit http://www.keele.ac.uk/library/support/access/ for more information,

including our Off-campus Access Step by Step guide and a series of short you-tube videos to assist with off-campus log-ins to each individual publisher.

Please note that past examination papers from the programme are currently not made available via the library, or from any other source. While it is important that you are familiar with the format of exams and assessments, when it comes to passing it is much more important that you understand the material that you have learned in the module. Sample questions and / or sample exam papers will be made available via the KLE where appropriate to ensure that you are familiar with the style of questions used in any given exam paper. If you have any comments concerning the provision of materials in the University Library you should ask your representative on the SSVC to raise the matter at a Programme Course Committee meeting.

Photocopiers for student use are available in the University Library.

IT Services

IT Services are responsible for your IT systems and networks throughout the University. The services include the wireless network, printing service, IT Suite and Labs, Laptop Loan and Laptop repair service. They provide help and advice on using Keele Systems such as the Keele Learning Environment, eVision, Office software or Google Mail and apps and advice when connecting to the wireless network (eduroam).

The IT Service Desk is the first point of call for anything IT related. It is based in the Campus Library and IT Services building and is open 7 days per week throughout the Semester. For further information regarding IT Services, or to report a problem or seek advice please visit www.keele.ac.uk/it.

Within University there is a team of IT technicians who are responsible for the day-to-day IT needs of students, including network issues and more specialised software used by the Schools. They can be contacted at it.service@keele.ac.uk

Remember when using Keele University IT systems that you are bound by the IT Conditions of Use, a link which can be found at: www.keele.ac.uk/it. It is important that you familiarise yourself with these to ensure that you use the systems within the terms of the Acceptable Use Policy.

Keep yourself safe whilst online:

- Make sure that before connecting to the network your antivirus, web browser and operating system are all up to date.
- Protect your personal information. Secure your account by changing your password to something that is memorable but secure, a combination of capital and lowercase letter.
- Ensure that your online presence, particularly in social media, has the security set to a level you are comfortable with.
- If you receive an email or message that sounds too good to be true you are probably best deleting it. Do not give out personal information to a non-accredited website or link.

If in doubt about staying safe whilst online, check with someone you can trust like IT Services.

17. Other Learning Opportunities

The main additional learning opportunities available to students include the potential, based on specific criteria, of undertaking a work placement year. This, if permitted, normally sits between the second and third years of study (Levels 5 and 6).

Study Abroad (International Year)

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

School for Allied Health Professions and Pharmacy has a tutor for the International Year and other pharmaceutical and cosmetic placement initiatives that will help students in identifying and securing the right opportunity for their career. We are in discussion with multiple other international partners regarding the mutual exchange of students. These institutions are at the forefront of cosmetic science research and development and therefore visiting their laboratories will be a unique professional experience for the students.

Work Placement Year in Cosmetic Science

All Cosmetic Science students will be entitled to apply for a work-based learning experience or placement year at the end of Level 5 and spend a 9-12 months period in a suitable industrial role, for example in regulatory affairs, marketing or a research laboratory or manufacturing facility in the cosmetics and related industries. Students will be facilitated in the identification of the placement with the support of the Programme Director and Placements Lead for Cosmetic Science, and all placements will be reviewed and approved by the School prior commencement of the work experience based on the learning experience offered by the placement provider and in accordance with the Keele Placement Code of Practice. Students in placement will need to complete and pass

the Work Placement for Pharmaceutical & Cosmetic Science Programmes module (PHA-30065) to obtain a final degree in Cosmetic Science (with placement). Details related to the placement experience are reported into the Placement section of this document and in the PHA-30065 module specification document.

18. Additional Costs

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

Additional costs may be incurred for students participating in the placement opportunities. This may include, but not be limited to, travel to and from a place of work associated with the placement (including travel abroad for the international placements), costs of accommodation and subsistence. Such costs will not be remunerated by the university.

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

19. Quality management and enhancement

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

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

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

- The results of your evaluations of all modules are reported to module leaders and reviewed by the Programme Committee as part of annual programme review.
- Findings related to the programme from the annual 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 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 programme described in this document has been drawn up with reference to, and in accordance with the guidance set out in, the following documents:

a. UK Quality Code for Higher Education, Quality Assurance Agency for Higher Education:
http://www.qaa.ac.uk/quality-code
b. Keele University Regulations and Guidance for Students and Staff: http://www.keele.ac.uk/regulations

21. Annex - International Year

BSc (Hons) Cosmetic Science with International Year

International Year Programme

Students registered for this Single Honours programme may either be admitted for or apply to transfer during their period of study at Level 5 to the International Year option. Students accepted onto this option will have an extra year of study (the International Year) at an international partner institution after they have completed Year 2 (Level 5) at Keele.

Students who successfully complete both the second year (Level 5) and the International Year will be permitted to progress to Level 6. Students who fail to satisfy the examiners in respect of the International Year will normally revert to the standard programme and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.

Study at Level 4, Level 5 and Level 6 will be as per the main body of this document. The additional detail contained in this annex will pertain solely to students registered for the International Year option.

International Year Programme Aims

Of particular note are the School rules, which outline the requirements for the programme. Additionally, the international year programme of study aims to provide students with:

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

Entry Requirements for the International Year

Students may apply to the 4-year programme during Level 5. Admission to the International Year is subject to successful application, interview and references from appropriate staff.

The criteria to be applied are:

- Academic Performance (an average of 55% across all modules in Semester 1 at Level 5 is normally required. Places on the International Year are then conditional on achieving an average mark of 55% across all Level 5 modules. Students with up to 15 credits of re-assessment who meet the 55% requirement may progress to the International Year. Where no Semester 1 marks have been awarded performance in 1st year marks and ongoing 2nd year assessments are taken into account)
- General Aptitude (to be demonstrated by application for study abroad, interview during the 2nd semester of year 2 (Level 5), and by recommendation of the student's Academic Mentor, 1st and 2nd year tutors and programme director)

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

Student Support

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

- Phone or Skype conversations with Study Abroad tutor, in line with recommended Academic Mentoring meeting points.
- Support from the University's Global Education Team

Learning Outcomes

In addition to the learning outcomes specified in the main text of the Programme Specification, students who complete a Keele undergraduate programme with International Year will be able to:

1. Describe, discuss and reflect upon the cultural and international differences and similarities of different learning environments
2. Discuss the benefits and challenges of global citizenship and internationalisation
3. Explain how their perspective on their academic discipline has been influenced by locating it within an international setting.
4. Understand how academic studies in Pharmaceutical Science or Cosmetic Science are reflected in the research,
   industrial, or professional environment.
5. Apply their knowledge and practical skills for an extended period of time.
6. Improve competences in documenting results and appreciate their importance in a research work environment.
7. Expand their written and oral skills.
8. Appreciate the importance of working effectively, reliably, honestly, diplomatically as an individual or as part of a team.
9. Comprehend the concepts of occupational health, safety requirements and procedures and employee welfare.

In addition, students who complete the International Year will be able to:

These learning outcomes will all be assessed by the submission of a satisfactory individual learning agreement, the successful completion of assessments at the partner institution and the submission of the reflective portfolio element of the international year module.

Regulations

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

Students undertaking the International Year must complete 120 credits, which must comprise *at least 40%* in the student's discipline area.

This may impact on your choice of modules to study, for example you will have to choose certain modules to ensure you have the discipline specific credits required.

Students are barred from studying any module with significant overlap to the Level 6 modules they will study on their return. Significant overlap with Level 5 modules previously studied should also be avoided.

Additional costs for the International Year

Tuition fees for students on the International Year will be charged at 15% of the annual tuition fees for that year of study, as set out in Section 1. The International Year can be included in your Student Finance allocation, to find out more about your personal eligibility see: www.gov.uk

Students will have to bear the costs of travelling to and from their destination university, accommodation, food and personal costs. Depending on the destination they are studying at additional costs may include visas, study permits, residence permits, and compulsory health checks. Students should expect the total costs of studying abroad be greater than if they study in the UK, information is made available from the Global Education Team throughout the process, as costs will vary depending on destination.

Students who meet external eligibility criteria may be eligible for grants as part of this programme. Students studying outside of this programme may be eligible income dependent bursaries at Keele.

Students travel on a comprehensive Keele University insurance plan, for which there are currently no additional charges. Some Governments and/or universities require additional compulsory health coverage plans; costs for this will be advised during the application process.

22. Annex - Work Placement Year

BSc (Hons) Cosmetic Science with Work Placement Year

Work Placement Year summary

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

Students who successfully complete both the second year (Level 5) and the Work Placement Year will be permitted to progress to Level 6. Students who fail to satisfactorily complete the Work Placement Year will normally revert to the 3-year programme and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.

Study at Level 4, Level 5 and Level 6 will be as per the main body of this document. The additional detail contained in this annex will pertain solely to students registered for the Work Placement Year option.

Work Placement Year Programme Aims

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

1. Understand how academic studies in Pharmaceutical or Cosmetic Science are reflected in the research, industrial, or professional environment.
2. Apply their knowledge and practical skills for an extended period of time.
3. Improve competences in documenting results and appreciate their importance in a research work environment.
4. Expand their written and oral skills.
5. Appreciate the importance of working effectively, reliably, honestly, diplomatically as an individual or as part of a team.
6. Comprehend the concepts of occupational health, safety requirements and procedures and employee welfare.

Entry Requirements for the Work Placement Year

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

The criteria to be applied are:

- A good University attendance record and be in 'good academic standing'.
- 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 and a Work Placement Year.

Student Support

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

- Regular contact between the student and a named member of staff who will be assigned to the student as their University supervisor. The University supervisor will be in regular contact with the student throughout the year, and be on hand to provide advice (pastoral or academic) and liaise with the Placement supervisor on the student's behalf if required.
- Two formal contacts with the student during the placement year: the University supervisor will visit the student in their placement organization at around the 5 weeks afters placement has commenced, and then visit again (or conduct a telephone/video call tutorial) at around 15 weeks into the placement.
- Weekly supervision sessions will take place with the placement supervisor (or his/her nominee) throughout the duration of the placement.

Learning Outcomes

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

1. Understand how academic studies in Pharmaceutical or Cosmetic Science are reflected in the research, industrial, or professional environment.
2. Apply their knowledge and practical skills for an extended period of time.
3. Improve competences in documenting results and appreciate their importance in a research work environment.
4. Expand their written and oral skills.
5. Appreciate the importance of working effectively, reliably, honestly, diplomatically as an individual or as part of a team.
6. Comprehend the concepts of occupational health, safety requirements and procedures and employee welfare.

These learning outcomes will be assessed through the non-credit bearing Work Placement Year module (PHA-30065) which involves:

1. CV writing
2. Presentation
3. Report

Regulations

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

- Students undertaking the Work Placement Year must successfully complete the zero-credit rated 'Work Placement for Pharmaceutical & Cosmetic Science Programmes' module (PHA-30065)
- In order to ensure a high quality placement experience, each placement agency will sign up to a placement contract (analogous to a service level agreement).
- Once a student has been accepted by a placement organisation, the student will make a pre-placement visit and a member of staff identified within the placement contract will be assigned as the placement supervisor. The placement supervisor will be responsible for ensuring that the placement experience meets the agreed contract agreed with the University.
- The placement student will also sign up an agreement outlining his/her responsibilities in relation to the requirements of each organisation.

Students will be expected to behave professionally in terms of:

(i) conforming to the work practices of the organisation; and

(ii) remembering that they are representatives of the University and their actions will reflect on the School and have an impact on that organisation's willingness (or otherwise) to remain engaged with the placement.

Additional costs for the Work Placement Year

Tuition fees for students on the Work Placement Year will be charged at 20% of the annual tuition fees for that year of study, as set out in Section 1. The Work Placement Year can be included in your Student Finance allocation; to find out more about your personal eligibility see: www.gov.uk

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

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

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

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

Version History

This document

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Previous documents

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