

## Programme Specification: Undergraduate

### For Academic Year 2024/25

#### 1. Course Summary

<b>Names of programme and award title(s)</b>	BA (Hons) Criminology and Criminal Justice BA (Hons) Criminology and Criminal Justice with International Year (see Annex for details) BA (Hons) Criminology and Criminal Justice with Work Placement Year (see Annex for details)
<b>Award type</b>	Single Honours
<b>Mode of study</b>	Full-time
<b>Framework of Higher Education Qualification (FHEQ) level of final award</b>	Level 6
<b>Normal length of the programme</b>	3 years; 4 years with the International Year or Work Placement Year between years 2 and 3
<b>Maximum period of registration</b>	The normal length as specified above plus 3 years
<b>Location of study</b>	Keele Campus
<b>Accreditation (if applicable)</b>	n/a
<b>Regulator</b>	Office for Students (OfS)
<b>Tuition Fees</b>	<p><b>UK students:</b> Fee for 2024/25 is £9,250*</p> <p><b>International students:</b> Fee for 2024/25 is £19,500**</p> <p>The fee for the international year abroad is calculated at 15% of the standard year fee</p> <p>The fee for either the work placement year is calculated at 20% of the standard year fee</p>

**Please note this document applies to Level 6 (Year 3) students in 2026/27. Level 4 and 5 (Year 1 and 2) students should refer instead to the document labelled '2026/27'.**

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

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

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

#### 2. What is a Single Honours programme?

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

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

The study of crime and the operation of the criminal justice system is a rapidly developing field which draws on theories and research methods from academic criminology and from subjects across the social and human sciences. The location of this programme within the well-established criminology programme team at Keele allows us to situate this programme within a disciplinary approach that is both theoretical and empirical/applied. This programme attempts to develop a systematic understanding of crime and official and unofficial ways of responding to it through the operation of criminal justice and broader responses to crime. It also seeks to establish a firm evidence base for that understanding using a range of research methods and sources of information, and links to a practical understanding of the application of such evidence to the everyday professional reality of the operation of criminal justice systems. A wide range of core and programme approved option modules in criminology and criminal justice are available across all three years of the Programme.

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

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

- conceptualise and explain its subject matter
- put its theories into operation in conducting research
- inform debates over criminal justice and crime control policy; the scope of human rights; the links between criminal and social justice; and the expanding knowledge bases of crime prevention, security and justice-related professions
- develop and enhance its methodological and technical expertise in handling different kinds of data (including large data sets ['big data'], open data and internet data)
- manage sensitive ethical issues arising from empirical research

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

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

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

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

### **5. What you will learn**

The intended learning outcomes of the programme (what students should know, understand and be able to do at the end of the programme), can be described under the following headings:

- Subject knowledge and understanding
- Subject specific skills
- Key or transferable skills (including employability skills)

#### **Subject knowledge and understanding**

Successful students will be able to:

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

## **Subject specific skills**

Successful students will be able to:

- Use appropriate bibliographic search tools to find relevant academic criminological, criminal justice policy, and related materials in hard copy and electronic formats
- Identify the main points of key theoretical, academic and policy texts and use them in developing arguments and making judgements about criminological and criminal justice related issues
- Present written work in criminology and criminal justice in an appropriate scholarly style using the Harvard system of citation and referencing
- Make use of research evidence, other data and some basic criminological theories in developing arguments and making judgements about criminological and criminal justice issues
- Distinguish between the principal approaches to the measurement of crime and victimisation and appreciate their use in relation to different forms of crime and criminal justice policy
- Evaluate criminological theories and apply them to the analysis of contemporary social problems, institutions and the operation of criminal justice.
- Recognise different approaches to social scientific research (including comparative analysis) and their usefulness in investigating different forms of crime, offending and victimisation
- Recognise and describe the contributions, complexities and limitations of a range of investigatory and evidence-gathering techniques
- Understand and account for the changing nature and scope of crime, punishment and sentencing
- Describe the development and current organisation, governance and operation of official and unofficial responses to crime and victimisation, including policing, punishment and other approaches to preventing harm

- and ensuring personal safety
- Identify different representations of crime, victimisation and responses to them in the media and by agents of crime control.
- Develop practical skills that are relevant to doing criminal justice work
- Reflect on the legal and social justice contexts of doing criminal justice work
- Identify and evaluate the range of different strategies and approaches by which policing is undertaken, and the debates and controversies to which they have given rise
- Identify possible directions in which further empirical research and theoretical development might take place in areas of criminology and criminal justice at the forefront of the discipline
- Undertake further study at the forefront of the undergraduate study of criminology and criminal justice
- Formulate research questions and identify appropriate research strategies to address them
- Assess the usefulness of computer software in collating, retrieving and analysing research data
- Identify and assess the ethical issues that may arise in relation to criminological research
- Describe and make critical judgements about developments in current areas of research in criminology
- Communicate ideas informed by contemporary research and new developments in criminological theory both orally and in writing
- Manage their own learning making use of appropriate criminological and criminal justice materials in a current area of research activity

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

Successful students will be able to:

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

### 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, environmental and ethical responsibility**. You will have opportunities to engage actively with the range of attributes throughout your time at Keele: through your academic studies, through self-assessing your own strengths, weaknesses, and development needs, and by setting personal development goals. You will have opportunities to discuss your progress in developing graduate attributes with, for example, Academic Mentors, to prepare for your future career and lives beyond Keele.

## 6. How is the programme taught?

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

- **Traditional lectures** where the lecturer provides students with a framework for reading and independent study, linked to PowerPoint slides and related resources shared with students in advance of the lecture. Some lecture classes may feature guest speakers working in the criminal justice system; others involve video and audio presentations. Lectures will also make use of interactive programmes (such as Mentimeter) to facilitate student participation in lectures. Lectures will also be recorded, and videos of lectures will be shared with students via the Keele Learning Environment (KLE) after live lectures have taken place.
- **Interactive learning** in large classes where students have the opportunity to work together in smaller groups, interact with the lecturer and reflect on their own learning. Interactive lectures may involve the use of voting

systems or interactive programmes such as Mentimeter, or involve students in a variety of other learning activities

- **Seminar groups** where smaller groups of students meet and key issues can be discussed in greater depth. Students are expected to play a full part, and occasionally to lead, these discussions. Some seminars consist largely of student presentations and many are based on the application of criminological ideas to case studies drawn from criminal justice policy and practice, media coverage of crime, punishment and victimisation and/or the findings of criminological research
- **Workshops** are used for some modules and often have a more practical, task-based format, or integrate elements of seminars with elements of lecture input.
- **Independent study** based on directed reading provided by teaching staff via module handbooks and the Keele Learning Environment (KLE). This reading will be drawn from textbooks, research monographs, academic journals, official government publications and the media
- **Web-based learning** using the Keele Learning Environment (KLE) and Microsoft Teams (MS Teams). The KLE is an online learning environment used to give students easy access to a wide range of resources and research tools, and as a platform for online discussions, quizzes, announcements and blogs
- The independent study project double module for Criminal Justice taken across both semesters of level 6, gives students the opportunity to undertake a piece of independent research supervised and supported by a member of staff and potentially in collaboration with an external partner agency.

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

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

- Lectures and independent study allow students to gain a systematic understanding of criminological ideas and how they may be used to analyse a variety of contemporary social problems and their impacts on the development and delivery of systems of criminal justice
- Seminars and online discussions provide opportunities for students to ask questions about, and suggest answers to, criminological and criminal justice related problems in a responsible way, and to present their own ideas to members of staff and other students using an appropriate medium of communication
- Interactive lectures, seminars and web-based activities encourage students to reflect on their own learning and take responsibility for its development by addressing areas of difficulty, perhaps by discussing them with their fellow students or by getting additional help from a member of staff
- Undertaking a Criminal Justice research independent study project with the support of an experienced and active researcher allows students to formulate relevant research questions and devise a feasible and ethically sound strategy for investigating them

## 7. Teaching Staff

The teaching staff on the Criminology Programme currently consists of Professors, senior lecturers, permanent and temporary lecturers and teaching fellows. Most members of staff (other than some teaching fellows and associate teaching staff) already hold doctorates (PhDs or the equivalent) in criminology, criminal justice or a closely related subject in law or the social sciences. Teaching staff who are currently working towards a doctorate already hold postgraduate qualifications in criminology, criminal justice, or cognate subjects. As members of the research cluster for crime, policing and criminal justice and the Keele Institute for Social Inclusion (KISI), they are all active researchers whose work across many different aspects of criminology and criminal justice has been widely published in books, research monographs and leading international journals, and informs criminal justice policy and practice.

The staff group has extensive experience of teaching at undergraduate and postgraduate level at universities in the UK and abroad. Most members of staff hold accredited or recognised teaching qualifications and several are fellows or associates of the Higher Education Academy (HEA).

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 Levels 4 and 5. At Level 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 2, 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 Level 4 and 5 students please visit: <https://www.keele.ac.uk/study/languagecentre/languagecentreoptions/>

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

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

<https://www.keele.ac.uk/recordsandexams/modulecatalogue/>

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

Year	Compulsory	Optional	
		Min	Max
Level 6	30	90	90

## Module Lists

### Level 6

Compulsory modules	Module Code	Credits	Period
Independent Study Project in Criminal Justice	CRI-30062	30	Semester 1-2

<b>Optional modules</b>	<b>Module Code</b>	<b>Credits</b>	<b>Period</b>
The American South: US Summer School (Level 6)	LIB-30004	15	Semester 0
Prisons and Imprisonment	CRI-30044	15	Semester 1
Rethinking 'Participation' in Crime control, Punishment and Criminology	CRI-30068	15	Semester 1
Hatred, Justice and the State	CRI-30072	15	Semester 1
Work Placement for Social Sciences Final Year Students	SSC-30003	15	Semester 1-2
State crimes and crimes against humanity	CRI-30038	15	Semester 2
Advanced Issues in Policing	CRI-30060	15	Semester 2
Migration, Crime and (In)Security	CRI-30070	15	Semester 2
Environmental Harm, Justice and Global Inequalities	CRI-30086	15	Semester 2

### **Level 6 Module Rules**

Students must take the 30-credit Dissertation/Criminal Justice Research Project, not the Dissertation/Independent Study Project in Criminology, which is compulsory for BA Criminology students. This is a barred combination.

Students who took the SSC-20001 Social Sciences Placement and/or the LIB-20012 American South module won't be allowed to take the equivalent modules again at Level 6.

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### **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 6**

<b>Subject Knowledge and Understanding</b>	
<b>Learning Outcome</b>	<b>Module in which this is delivered</b>
Recognise and describe the relationships between crime, responses to it and social divisions and diversity	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070
Recognise and illustrate the impact of social change on crime and ways of responding to it through the operation of criminal justice systems, policies and practices and a range of related policy and procedural responses	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070 Plus any other level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice Programme
Recognise the relevance and limits of criminological knowledge in explaining the consequences of rapid social change and the responses of criminal justice processes	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070
Describe the development and current organisation and operation of official and unofficial responses to crime through the operation of criminal justice agencies and processes and other State and non-State actors and organisations, including the 'pluralisation of policing' and multi-agency partnership working.	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Migration, Crime and (In)Security - CRI-30070
Recognise different approaches to social scientific research and their use in investigating crime and responses to it, including evidence-based practice, academic/practitioner collaborations and knowledge exchange collaborations.	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070
Demonstrate a critical understanding of the theories and concepts underpinning a chosen area of study	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070
Critically assess the research literature in a specific area of criminological and criminal justice interest	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070
Recognise, interpret and evaluate theories, concepts and research in defined areas at the forefront of criminology and criminal justice	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070
Apply established criminological theories and methods of inquiry to understanding and resolving new and unfamiliar criminological problems in areas of current research activity in criminology and criminal justice	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070

<b>Subject Specific Skills</b>	
<b>Learning Outcome</b>	<b>Module in which this is delivered</b>
Identify and evaluate the range of different strategies and approaches by which policing is undertaken, and the debates and controversies to which they have given rise	Advanced Issues in Policing - CRI-30060
Describe the development and current organisation, governance and operation of official and unofficial responses to crime and victimisation, including policing, punishment and other approaches to preventing harm and ensuring personal safety	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Migration, Crime and (In)Security - CRI-30070
Identify possible directions in which further empirical research and theoretical development might take place in areas of criminology and criminal justice at the forefront of the discipline	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070
Undertake further study at the forefront of the undergraduate study of criminology and criminal justice	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070
Formulate research questions and identify appropriate research strategies to address them	Independent Study Project in Criminal Justice - CRI-30062
Assess the usefulness of computer software in collating, retrieving and analysing research data	Independent Study Project in Criminal Justice - CRI-30062
Identify and assess the ethical issues that may arise in relation to criminological research	Independent Study Project in Criminal Justice - CRI-30062
Describe and make critical judgements about developments in current areas of research in criminology	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070 Plus any other level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice Programme
Communicate ideas informed by contemporary research and new developments in criminological theory both orally and in writing	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070 Plus any other level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice Programme
Manage their own learning making use of appropriate criminological and criminal justice materials in a current area of research activity	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Plus any other level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice Programme

<b>Key or Transferable Skills (graduate attributes)</b>	
<b>Learning Outcome</b>	<b>Module in which this is delivered</b>
Find and make use of information from a diverse range of sources using online search tools	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070 Plus any other level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice Programme
Reflect on and plan their own learning by acting appropriately on feedback on work	All level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice programme.

<b>Key or Transferable Skills (graduate attributes)</b>	
<b>Learning Outcome</b>	<b>Module in which this is delivered</b>
Communicate ideas and arguments orally and in writing to an audience of their peers using appropriate visual presentation aids	Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062
Evaluate and make use of abstract theories in analysing and resolving problems working alone and as a member of a team	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070 Plus any other level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice Programme
Communicate complex arguments supported by appropriate evidence both orally and in writing	Prisons and Imprisonment - CRI-30044 Advanced Issues in Policing - CRI-30060 Independent Study Project in Criminal Justice - CRI-30062 Migration, Crime and (In)Security - CRI-30070 Plus any other level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice Programme
Design a research project and undertake a range of basic research tasks making appropriate use of information technology	Independent Study Project in Criminal Justice - CRI-30062
Present written work in an appropriate scholarly style using the Harvard system of citation and referencing	All level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice programme.
Produce written work that is concise, well written and organised, clearly and persuasively argued and supported with relevant evidence drawn from a range of appropriately acknowledged sources	All level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice programme.
Identify information gaps and develop strategies to fill them by locating and accessing additional information	All level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice programme.
Locate, review and evaluate information and data on a research topic and apply to an analysis of the topic	All level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice programme.
Work collaboratively and across disciplinary boundaries as a member of a team using materials from a range of sources in the social sciences, law and the humanities as well as from non-academic sources	All level 6 modules with a CRI prefix approved as part of the Criminology and Criminal Justice programme
Prepare for future employability by enhancing a personal and career development portfolio	Independent Study Project in Criminal Justice - CRI-30062 Work Placement Year module - SOC-30051
Work productively in a largely unstructured context exercising initiative and personal responsibility	Independent Study Project in Criminal Justice - CRI-30062
Make decisions and plan activity in uncertain and unpredictable context	Independent Study Project in Criminal Justice - CRI-30062
Explain the methods used in investigating a specific research problem, acknowledging the problems and limitations	Independent Study Project in Criminal Justice - CRI-30062
Undertake an independent field- or library-based investigation on an applied criminal justice topic	Independent Study Project in Criminal Justice - CRI-30062

## 9. Final and intermediate awards

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

<b>Honours Degree</b>		You will require at least 120 credits at levels 4, 5 and 6
<b>BA (Hons) Criminology and Criminal Justice</b>	360 credits	You must accumulate at least 270 credits in your main subject (out of 360 credits overall), with at least 90 credits in each of the three years of study, to graduate with a named single honours degree in this subject.
<b>Diploma in Higher Education</b>	240 credits	You will require at least 120 credits at level 4 or higher and at least 120 credits at level 5 or higher
<b>Certificate in Higher Education</b>	120 credits	You will require at least 120 credits at level 4 or higher

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

**Work Placement Year option:** in addition to the above students must pass a non-credit bearing module covering the work placement year in order to graduate with a named degree including the 'with Work Placement Year' wording. Students who do not complete, or fail the work placement year, will be transferred to the three-year version of the programme.

## 10. How is the Programme Assessed?

The 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:

- Examinations in different formats test students' knowledge of criminological theories and the findings of criminological research and their ability to apply that knowledge responsibly to the operation of criminal justice and in understanding social problems. Examinations may consist of essay, short answer, problem, case study and/or multiple choice questions.
- Essays, including those based on case study material, also test the quality and application of subject knowledge. In addition they allow students to demonstrate their ability to carry out basic bibliographic research and to communicate their ideas effectively in writing in an appropriate scholarly style using the Harvard system of referencing.
- Critical policy reviews/reports which provide students with the opportunity to review and summarise an area of criminal justice policy and/or practice and present findings, analysis and recommendations in a style appropriate for a non-academic audience.
- Class tests taken either conventionally or online via the Keele Learning Environment (KLE) assess students' subject knowledge and their ability to apply it in a more structured and focused way.
- Reviews of other scholars' work test students' ability to identify and summarise the key points of a text and to evaluate the quality of arguments and the evidence used to support them. In the case of work based on empirical research, reviews also assess students' knowledge of research methodologies and their ability to make critical judgements about the appropriateness of different strategies for collecting and analysing data.
- Research design projects, data analysis reports and short research papers test student's knowledge of different research methodologies and the limits and provisional nature of criminological knowledge. They also enable students to demonstrate their ability to formulate research questions and to answer them using an appropriate strategy.
- Oral and poster presentations and reports assess students' subject knowledge and understanding. They also test their ability to work effectively as members of a team, to communicate what they know orally and visually, and to reflect on these processes as part of their own personal development.
- Portfolios may consist of a range of different pieces of work but routinely include a requirement that students provide some evidence of critical reflection on the development of their own learning.

Marks are awarded for summative assessments designed to assess your achievement of learning outcomes. You will also be assessed formatively to enable you to monitor your own progress and to assist staff in identifying and addressing any specific learning needs. Feedback, including guidance on how you can improve the quality of your work, is also provided on all summative assessments within three working weeks of submission, unless there are compelling circumstances that make this impossible, and more informally in the course of tutorial and seminar discussions.

## 11. Contact Time and Expected Workload

This contact time measure is intended to provide you with an indication of the type of activity you are likely to undertake during this programme. The data is compiled based on module choices and learning patterns of students on similar programmes in previous years. Every effort is made to ensure this data is a realistic representation of what

you are likely to experience, but changes to programmes, teaching methods and assessment methods mean this data is representative and not specific.

Undergraduate courses at Keele contain an element of module choice; therefore, individual students will experience a different mix of contact time and assessment types dependent upon their own individual choice of modules. The figures below are an example of activities that a student may expect on your chosen course by year stage of study. Contact time includes scheduled activities such as: lecture, seminar, tutorial, project supervision, demonstration, practical classes and labs, supervised time in labs/workshop, fieldwork and external visits. The figures are based on 1,200 hours of student effort each year for full-time students.

## Activity

	Scheduled learning and teaching activities	Guided independent Study	Placements
<b>Year 1 (Level 4)</b>	27.3%	72.7%	0%
<b>Year 2 (Level 5)</b>	26.7%	73.3%	0%
<b>Year 3 (Level 6)</b>	18%	82%	0%

## 12. Accreditation

This programme does not have accreditation from an external body.

## 13. University Regulations

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

If this programme has any exemptions, variations or additions to the University Regulations these will be detailed in an Annex at the end of this document titled 'Programme-specific regulations'.

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

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

## 14. 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 Foundation Year Programme.

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

### 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?

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

- Module and seminar group leaders are responsible for providing support for learning on the modules and in the seminar groups for which they are responsible. They also give individual feedback on in-course assessments and more general feedback on examinations.
- Every student is allocated to a Academic Mentor, a member of academic staff who is responsible for monitoring, reviewing and advising on students' academic progress.
- Academic Mentors can also act as a first point of contact for students on non-academic issues, which 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 and via the Student Experience Support Officer (SESO) for the Faculty.
- All members of teaching staff on the Criminology and Criminal Justice Programme are available to see students during advertised weekly office hours and at other times by appointment.
- Non-native English-speaking students are offered language classes, facilities and services by the University's Language Centre. In addition to credit-bearing modules on English for academic study, students also have access to one-to-one tutorials for individual help and advice, and to a wealth of resources for self-study and practice.

## 16. Learning Resources

Criminology is taught in teaching rooms 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:

- The extensive collection of criminological materials relevant to undergraduate study held in the University Library. Built up over 30 years of delivering criminology at this level, these materials include books, journals 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.
- The Keele Learning Environment (KLE) which provides easy access to a wide range of learning resources including lecture notes, digitised readings electronic materials available in a repository maintained by the University Library and other resources - video, audio and text-based - accessible from external providers via the internet.
- Modules have electronic resource lists generated using Talis Aspire, a software package that allows students to access electronic journal articles, websites and other resources by clicking on links in a single document.

## 17. Other Learning Opportunities

### Study abroad (semester)

Students on the programme have the potential opportunity to spend a semester abroad in their second year studying at one of Keele's international partner universities. Please note that students cannot take both a Global Challenge Pathway (GCP) and the semester abroad option.

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

No additional tuition fees are payable for a single semester studying abroad but students do have to bear the costs of travelling to and from their destination university, accommodation, food and personal costs. Depending on the destination they are studying at additional costs may include visas, study permits, residence permits, and compulsory health checks. Students should expect the total costs of studying abroad to be greater than if they study in the UK, information is made available from the Global Education Team throughout the process, as costs will vary depending on destination.

Whilst students are studying abroad any Student Finance eligibility will continue, where applicable students may be eligible for specific travel or disability grants. Students who meet external eligibility criteria may be eligible for grants as part of this programme. Students studying outside of this programme may be eligible for income dependent bursaries at Keele. Students travel on a comprehensive Keele University insurance plan, for which there are currently no additional charges. Some governments and/or universities require additional compulsory health coverage plans; costs for this will be advised during the application process.

### **Study Abroad (International Year)**

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

### **Other opportunities**

#### **Work Placement Year**

Students have the opportunity to apply directly for the 4-year 'with Work Placement Year' degree programme or to transfer onto the 4-year degree programme at the end of Year-1 and in Year-2 at the end of Semester 1. Students who are initially registered for the 4-year degree programme may transfer onto the 3-year degree programme at any point in time, prior to undertaking their year-long placement. Eligibility rules are included in the Annex.

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

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

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

## **18. Additional Costs**

Students who elect to take and gain places on our work-based placement modules at level 5 and 6 may be expected to pay travel costs (usually one day weekly) to their placement. Optional 4-week US Summer School trip: Estimated maximum total cost (after taking into account Turing scheme funding): £820 for Widening Access students; £1675 11 for other students. (Estimated maximum cost of £2220 (£950 for flights; £1250 for accommodation; £20 for visa waiver application) to be sourced by student, in addition to usual subsistence costs. Based on 2025 figures, Turing funding is expected to reimburse student costs to a value of approximately £1400 for Widening Access students, and approximately £545 for other students.)

- Students who take one of our optional Work Placement modules, or our Work Placement year, may need to apply for a Disclosure and Barring Service (DBS) check, if they plan to work with e.g. schools and charities. The current costs for a DBS check are detailed on the additional costs webpage: <https://www.keele.ac.uk/study/undergraduate/tuitionfeesandfunding/undergraduatetuitionfees/additionalcosts>

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%. Students may also incur general expenses related to university study, such as for printing, textbooks and other materials. Students who undertake a placement may be responsible for additional costs, such as travel, accommodation, and subsistence costs. For further information, please refer to the additional costs information.

## **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.

Student 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 student 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. QAA Subject Benchmark Statement: Criminology (2022) <https://www.qaa.ac.uk/the-quality-code/subject-benchmark-statements/criminology>

c. Keele University Regulations and Guidance for Students and Staff: <http://www.keele.ac.uk/regulations>

## 21. Annex - International Year

### Single Honours Criminology and Criminal Justice International Year

<b>International Year Programme</b>
<p>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.</p> <p>Students who successfully complete both the second year (Level 5) and the International Year will be permitted to progress to Level 6. Students who fail to satisfy the examiners in respect of the International Year will normally revert to the standard programme and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.</p> <p>Study at Level 4, Level 5 and Level 6 will be as per the main body of this document. The additional detail contained in this annex will pertain solely to students registered for the International Year option.</p>
<b>International Year Programme Aims</b>
<p>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:</p> <ol style="list-style-type: none"><li>1. Personal development as a student and a researcher with an appreciation of the international dimension of their subject</li><li>2. Experience of a different culture, academically, professionally and socially</li></ol>
<b>Entry Requirements for the International Year</b>

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. Design, plan and critically evaluate research projects with respect to criminology, record relevant information accurately and systematically and be able to reflect on a range of sources in a critical manner.
5. Integrate, apply and develop enhanced principles relating to the analysis of criminology and criminal justice; recognise, describe and explain cultural phenomena across national boundaries and reflect critically upon problems relating to contemporary society and culture.

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

### **Regulations**

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

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

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

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

### **Additional costs for the International Year**

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

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

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

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

## 22. Annex - Work Placement Year

### Single Honours Criminology and Criminal Justice Work Placement Year

#### Work Placement Year summary

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

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

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

#### Work Placement Year Programme Aims

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

1. The opportunity to carry out a long-term placement-based learning experience (minimum 30 weeks equivalent of full-time work) between Years 2 and 3 (Levels 5 and 6) of their degree programme.

#### 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, (\* or equivalent, work placement), will be automatically transferred onto the 3-year degree programme.

\* We recommend where possible students undertake a placement of between 9 - 12 months on a full-time basis to maximize academic and personal growth. However, the Work Placement Year mandates a minimum of 24 weeks in duration, ideally on a full-time basis, but no less than 21 hours per week. This enables those undertaking an unpaid placement to work on a part-time basis alongside.

The criteria to be applied are:

- Academic Performance (an average of 50% across all modules in Semester 1 at Level 5 is normally required. Places on the Work Placement Year are then conditional on achieving an average mark of 50% across all Level 5 modules. Students with up to 15 credits of re-assessment who meet the 50% requirement may progress to the Work Placement Year. Where no Semester 1 marks have been awarded performance in 1st year marks and ongoing 2nd year assessments are taken into account)
- Students undertaking work placements will be expected to complete a Health and Safety checklist prior to commencing their work experience and will be required to satisfy the Health and Safety regulations of the company or organisation at which they are based.
- (*International students only*) Due to visa requirements, it is not possible for international students who require a Tier 4 Visa to apply for direct entry onto the 4-year with Work Placement Year degree programme. Students wishing to transfer onto this programme should discuss this with student support, the academic tutor for the work placement year, and the Programme Lead. Students should be aware that there are visa implications for this transfer, and it is the student's responsibility to complete any and all necessary processes to be eligible for this programme. There may be additional costs, including applying for a new Visa from outside of the UK for international students associated with a transfer to the work placement programme.

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

### **Student Support**

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

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

### **Learning Outcomes**

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

1. understand the variety of ways in which skills developed during the study of SPGS subjects can be deployed in non-academic contexts.
2. assess their own strengths and weaknesses in an employment context through a SWOT analysis, design learning outcomes, and reflect on their progress throughout the module.
3. articulate their placement experiences effectively and reflect on their enhanced skill set in front of an audience, utilising visual aids.
4. understand the aims and priorities, as well as the strengths and possible limitations, of an external organisation and design and complete activities/projects/materials that recognise and support these.
5. reflect on and critically evaluate their learning from the work placement, showing evidence that they have researched their sector and evaluated the effectiveness of their activities with this in mind

These learning outcomes will be assessed through the non-credit bearing Work Placement Year module (SOC-3005) which involves:

1. Initial Placement Portfolio - this will be submitted at the beginning of the placement. It will comprise a personal SWOT analysis and Intended Learning Outcomes. The word count should be between 1,500 and 2,000 words. Students will use their initial placement experience to reflect on their employability skills and consider their own strengths, weaknesses, opportunities, and threats (SWOT) in terms of their assessment of sector skill demands. The SWOT analysis will be used to create their Intended Placement Outcomes and planned activities aimed at strengthening the student's employability skills during the remainder of their placement and in the context of Continuing Professional Development. The action plan will be negotiated and agreed by the student, module convenor, and employer.
2. Presentation - Two thirds of the way through the academic year (June/July), students will complete a 15-20-minute presentation where they critically reflect on the activities/projects they have completed on placement so far, and on the skills they learnt/developed. The presentation will be presented to other students on the module - so that the whole cohort will increase their knowledge of careers available to Humanities students - and to the module convenor(s). This will also help to build connections between students for when they return to Keele for Level 6.
3. Final Placement Portfolio (of 3,000 words) - this comprises of: - A selection of outputs (where appropriate) and a commentary explaining what the student's role was and what they have completed on placement (the commentary element should be 1,000 words) - Reflective diary entries completed while on placement documenting key activities and reflecting on the key skills learnt from those activities (approx. 1,000 words) - A critically reflective essay exploring one or several particularly fruitful learning experiences from their placement and how the experience, as a whole, fits into their longer-term career plans (1,000 words)

## **Regulations**

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

- Students undertaking the Work Placement Year must successfully complete the zero-credit rated work placement year module (SOC-30051)
- In order to ensure a high quality placement experience, each placement agency will sign up to a placement contract (analogous to a service level agreement).
- Once a student has been accepted by a placement organisation, the student will make a pre-placement visit and a member of staff identified within the placement contract will be assigned as the placement supervisor. The placement supervisor will be responsible for ensuring that the placement experience meets the agreed contract agreed with the University.
- The placement student will also sign up an agreement outlining his/her responsibilities in relation to the requirements of each organisation.

Students will be expected to behave professionally in terms of:

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

## **Additional costs for the Work Placement Year**

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

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

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

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

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

## Version History

### This document

**Date Approved:** 26 June 2026

### What's Changed

Optional module change: CRI-30045 (Popular Culture and Crime) replaced by CRI-30086 (Environmental Harm, Justice and Global Inequalities)

### Previous documents

Version No	Year	Owner	Date Approved	Summary of and rationale for changes
2.3	2024/25	CLARE GRIFFITHS	31 March 2026	Annual update for 2026/27
2.2	2024/25	CLARE GRIFFITHS	08 August 2025	Optional module changes: PIR-20108 replaced with SSC-20001 (SEM1-2); module rules updated.; SSC-30003 added.
2.1	2024/25	CLARE GRIFFITHS	07 July 2025	Optional module changes: SOC-20056 replaced with MDS-20042.
2	2024/25	CLARE GRIFFITHS	10 March 2025	Changes to Level 5 modules approved by Faculty Education Committee, whilst ensuring distinctive pathways for the CCJ students compared to the Criminology students.
1	2024/25	CLARE GRIFFITHS	31 May 2024	