



REGULATION C3: BACHELORS DEGREES

1.SCOPE

This regulation covers all undergraduate degrees at Levels 4, 5 and 6 and sets out the fundamental structure of an undergraduate degree programme and the requirements to obtain an award. Where there are programme specific deviations or exemptions from the University's Regulations, these will be set out in the relevant [Programme Specification](#).

2. ADMISSION

By accepting a place at the University, you confirm that you will abide by the University's rules, regulations and policies set out in the [Keele Policies and Regulations](#).

3. PROGRAMMES OF STUDY

3.1 You must enrol or re-register for your programme of study prior to each coming academic year by the deadline, which will be notified to you by the University.

3.2 You can change your programme of study until three weeks from the start of a semester subject to the approval of the receiving Head(s) of School or nominee and depending on having met the pre-requisite academic requirements for your new programme.

3.3 If you are allowed to change your programme, you may have to successfully complete additional modules to meet the programme requirements.

3.4 If you are allowed to change your programme during Level 4 study, or from the beginning of Level 5 study, and are unable to meet the required number of subject-related credits (see para 5.2 (b) or (c) below) at Level 4 in your new programme, you must meet the overall subject-related credit requirement by the end of your new programme.

3.5 You will not normally be permitted to change your modules later than three weeks after the start of the semester. For year-long modules, this means that you will not normally be permitted to change these modules after week 3 of semester 1. An exception to this is for year-long (Semester 1 and 2) placement modules, where students who do not secure a placement by the start of semester 2 will have the option to transfer to another optional module.

3.6 You may include in your Keele programme of study a limited number of modules from another higher education institution in the UK or abroad, if this constitutes part of a formal exchange scheme or credit transfer agreement.

3.7 You cannot study additional modules outside of your programme of study, other than language modules offered by the Language Centre.

4. MAXIMUM PERIOD OF REGISTRATION

4.1 The maximum period of registration to complete your programme of study is stated in [Regulation C1](#).

5. STRUCTURE OF MODULAR UNDERGRADUATE DEGREES

5.1 Modules

(a) All programmes of study covered in this regulation are modular. The credit value for any module is a multiple of 5, and no module has a value of less than 10. 1 credit equals 10 learning hours.

(b) Modules are compulsory, optional or elective, depending on your programme of study.

(c) Any module may have prerequisites, co-requisites and barred combinations and this is set out in the [Module Catalogue](#).

(d) Any module may be offered in semester one, semester two, over both semesters or exceptionally outside the approved semester dates.

(e) Each module will be allocated to a specific level of study and can normally only be taken at that level, with the exception of language electives, which can be taken at more than one level of study.

5.2 Bachelor's Degrees

(a) For a Bachelor's Degree, you must be awarded at least 360 credits, including:
120 credits at Level 4;
and 120 credits at Level 5;
and 120 credits at Level 6.

(b)

(i) For a Single Honours Bachelor's Degree at least 270 credits must be in that subject, including at least 90 credits at each level of study in that subject.

(ii) For a Combined Honours Bachelor's Degree at least 135 credits must be in each subject, including at least 45 at each level of study in each subject.

(iii) For a Combined Honours Bachelor's Degree, where a student decides to specialise in one of those subjects at Level 6, at least 45 credits must be in

each subject at Level 4 and Level 5 and at least 90 credits must be in their chosen subject at Level 6.

5.3 Bachelor's Degrees 'with International Year'

(a) For degrees 'with International Year', you must be awarded at least the full credit load for your award undertaken as per 5.2 (a) above, plus the equivalent of an additional 120 credits at Level 5 or higher from an approved programme of study taken as part of an international year abroad.

(b) The international year abroad is taken after completion of year 2 (Level 5) at Keele. If you fail to complete the International Year you will revert to the standard version of your programme.

(c) During your international year, a minimum of 40% of the credits you study should relate to the subject(s) of your degree programme. Schools may require you to take more subject-related credits in accordance with the overall learning outcomes of your degree programme and this will be set out in the individual learning agreement between you and the School.

5.4 Bachelor's Degrees 'with Work Placement Year / Industrial Placement Year'

(a) For degrees 'with Work Placement Year' or 'with Industrial Placement Year', in addition to being awarded the full credit load for your award undertaken as per 5.2 (a) above, you must also undertake a Work or Industrial Placement Year after completion of year 2 (Level 5).

(b) The Work or Industrial Placement Year must take place in an approved work setting and if you fail to successfully complete the requirements of the placement year you will revert to the standard version of your programme.

(c) The Work or Industrial Placement Year will consist of a work, or industrial, placement undertaken with an employer approved by the School. This requirement must be in accordance with the overall learning outcomes and structure of the award 'with Work Placement Year' or 'with Industrial Placement Year' and clearly articulated in the individual learning agreement between you and the School.

5.5 Bachelor's Degrees 'with Entrepreneurship Year'

(a) For degrees 'with Entrepreneurship Year', in addition to being awarded the full credit load for your award undertaken as per 5.2 (a) above, you must also successfully complete an Entrepreneurship Year after completion of year 2 (Level 5).

(b) The Entrepreneurship Year must take place in accordance with an approved project proposal and if you fail to successfully complete the requirements of the Entrepreneurship Year you will revert to the standard version of your programme.

(c) The Entrepreneurship Year requires you to develop a business idea into a live enterprise project for a minimum of 30 weeks (full-time equivalent work). The proposal is subject to approval by the School and will be assessed by portfolio.

5.6 Bachelor's Degrees 'with Competency in [Language name]'

(a) If you are awarded a minimum of 60 credits in one language and achieve a minimum language stage 6 you will have your main degree title complemented by the designation 'with competency in [Language name]'.

(b) If you are awarded a minimum of 60 credits in one language and achieve a minimum language stage 10 you will have your main degree title complemented by the designation 'with advanced competency in [Language name]'.

5.7 Foundation Degrees

(a) For a Foundation Degree, you must be awarded at least 240 credits, including:
120 credits at Level 4 or higher;
and 120 credits at Level 5 or higher.

5.8 Diplomas of Higher Education

(a) For a Diploma of Higher Education, you must be awarded at least 240 credits, including:
120 credits at Level 4 or higher;
and 120 credits at Level 5 or higher.

5.9 Certificates of Higher Education

(a) For a Certificate of Higher Education, you must be awarded at least 120 credits at Level 4 or higher.

5.10 Recognition of Prior Learning

(a) Where you are admitted with accreditation of prior learning or with advanced standing, the value and level of credits recognised by the University in relation to meeting the requirements above will be determined in line with the [Recognition of Prior Learning \(RPL\) Policy](#).

6. MODULE ASSESSMENT AND REASSESSMENT

The rules describing the assessment and reassessment of modules are provided in [Regulation D1](#).

7. MODULE CONDONEMENT AND COMPENSATION

Where your programme of study allows the awarding of credit through condonement and/or compensation of modules, this is detailed in [Regulation D5](#)

8. PROGRESSION TO NEXT LEVEL OF STUDY

The rules for progression to the next level of study are detailed in [Regulation D2](#)

9. AWARD CLASSIFICATION RULES

The rules for classifying Bachelor's Degrees are described in [Regulation D2](#)

Foundation Degrees, Diplomas of Higher Education and Certificates of Higher Education are not classified.

10. TERMINATION OF STUDIES

[Regulation B8](#) describes the circumstances where your studies at the University could be terminated.