



University of
Portsmouth

**Awards of the University of
Portsmouth
September 2011**

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1. LIST OF AWARDS

1.1. Taught Programmes of Study

The University may grant the following awards to persons who have followed a programme of study and satisfied the conditions contained in University Regulations.

a) Sub-Degree

Certificate in Education
Certificate of Higher Education
Diploma of Higher Education
Diploma in Professional Studies

b) Undergraduate Awards

Foundation Degree

Graduate Certificate

Graduate Diploma

Ordinary Degree

Bachelor of Technology

Ordinary Degree and Degree with Honours of:

Bachelor of Architecture
Bachelor of Arts
Bachelor of Education
Bachelor of Engineering
Bachelor of Laws
Bachelor of Midwifery
Bachelor of Music
Bachelor of Nursing
Bachelor of Science
Bachelor of Science (Economics)

Professional Graduate Certificate in Education

c) Postgraduate Awards

Postgraduate Certificate
Postgraduate Certificate in Education
Certificate in Management
Postgraduate Diploma
Postgraduate Diploma in Advanced Professional Research
Diploma in Management Studies
Master of Architecture
Master of Arts
Master of Arts (Education)
Master of Business Administration
Master of Public Administration
Master of Laws
Master of Music
Master of Research
Master of Science

Master in Teaching and Learning

d) Integrated Masters

Master of Chiropractic
Master of Engineering
Master of Mathematical Studies
Master of Pharmacy
Master of Physics

1.2. Research Degrees

- a) The University may grant the following awards to persons who complete an appropriate programme of supervised research and satisfy the conditions in University Regulations.

Master of Philosophy
Doctor of Philosophy
Master of Surgery
Doctor of Medicine

- b) The University may grant the award of Doctor of Philosophy (PhD) to members of staff of the University and to graduates of the University who provide evidence of scholarship through a collection of published work and satisfy the conditions in University Regulations.

- c) The University may grant the award of a Professional Doctorate to persons who complete an approved programme of study, and satisfy the conditions, in accordance with the regulations for Professional Doctorates. The following awards fall within the authority of those regulations.

Doctor of Biomedical Science (DBMS)
Doctor of Business Administration (DBA)
Doctor of Chiropractic (DChiro)
Doctor of Criminal Justice (DCrimJ)
Doctor of Education (EdD)
Doctor of Health Science (DHealthSci)
Doctor of Health Science Education (DHealthSciEd)
Doctor of Medical Imaging (DMedIm)
Doctor of Nursing (DN)
Doctor of Pharmacy (DPharm)
Doctor of Professional Practice (DPP)
Doctor of Social Work (DSW)

1.3. Higher Doctorates

The University may grant the following awards to members of staff of the University and to graduates of the University who provide evidence of work of high distinction in accordance with University Regulations.

Doctor of Engineering (DEng)
Doctor of Laws (LLD)
Doctor of Letters (DLitt)
Doctor of Music (DMus)
Doctor of Science (DSc)

1.4. Honorary Degrees

Any degree award of the University may be conferred in honorary mode. In addition, the following degrees may be conferred honoris causa in accordance with University Regulations.

Doctor of Divinity (DD)
Doctor of the University (DUniv)

1.5. Sandwich Mode

First degrees may be validated in the sandwich mode and the certificate for the award shall refer to this in accordance with 15 (v) below.

1.6. Staged Awards

A programme may be approved with awards at intermediate and final stages, i.e. staged awards.

1.7. New Awards

In accordance with the Articles of Government, additional awards may be approved by the Academic Council, which shall concurrently approve the terms and conditions under which such awards shall be granted.

2. STANDARD OF AWARDS

The academic standard of awards of the University shall be the responsibility of the Academic Council, and shall be the same irrespective of where the programme may be conducted. All programmes shall embrace the general educational aims of the University and shall operate within the credit accumulation and transfer scheme of the University. The standard of the Bachelor's degree with Honours shall provide the fixed point against which all other awards of the University shall be measured.

3. DEFINITION OF STANDARD

The general standard established by the Academic Council for each award is defined by reference to a period of full-time study undertaken by a student who has the appropriate knowledge and skills to enter a programme of the normal minimum prescribed length, and the successful fulfilment of the objectives of the award. Notwithstanding this, the necessary knowledge and skills may be demonstrated by means other than satisfaction of the general entrance requirements; the award may be attained by means of the mode or modes approved for each programme; and the period of study may vary from the normal minimum depending on the students' level of knowledge and skills relative to those specified in the definitions and on their rate of progression through the programme.

4. STANDARD FOR SUB-DEGREE AWARDS

4.1. Certificate in Education

The standard of the Certificate in Education shall be that expected of a student with prior knowledge and skills as set out in the University's general entrance requirements who has successfully completed study of the theory and practice of teaching, at a level at least equivalent to the first year of an Honours degree, and who has demonstrated practical competence in teaching. The programme shall normally involve one academic year of full-time study or equivalent. For students intending to teach in schools, the entrance

requirements shall include qualifications determined by the relevant Government approved body.

4.2. Certificate of Higher Education

The standard of the Certificate of Higher Education shall be that expected of a student with prior knowledge and skills as set out in the University's general entrance requirements who has successfully completed a programme of study equivalent in level to the first year of an Honours degree. The programme shall normally involve one academic year of full-time study or equivalent.

4.3. Diploma of Higher Education

The standard of the Diploma of Higher Education shall be that expected of a student with prior knowledge and skills as set out in the University's general entrance requirements who has successfully completed a programme of study equivalent in level to the first two years of an Honours Degree. The programme shall normally involve two academic years of full-time study or equivalent.

4.4. Diploma in Professional Studies

The title Diploma in Professional Studies shall be reserved for programmes of study related to specific professions and designed to build on professional qualifications or registration together with professional experience. The standard of the Diploma in Professional Studies shall be that expected of a person with a relevant professional qualification and a specified period of professional experience who has successfully completed a programme of professional study at second or third year Honours degree level. The programme shall normally involve one academic year of full-time study or equivalent. The definitive document for the programme must state whether the programme is at second or third year Honours Degree level.

5. STANDARD FOR UNDERGRADUATE AWARDS

5.1. Ordinary Bachelor's Degree

The standard of the Ordinary Bachelor's Degree shall be that expected of a student with prior knowledge and skills as set out in the University's general entrance requirements who has successfully completed a programme of study normally involving three years of full-time study or equivalent.

5.2. Bachelor's Degree with Honours

The standard of the Bachelor's Degree with Honours shall be that expected of a student with prior knowledge and skills as set out in the University's general entrance requirements who has successfully completed a programme of study and who has demonstrated the capacity for sustained independent and high quality work. The programme shall normally involve three academic years of full-time study or equivalent except that there shall be at least a further 36 weeks of student time where a programme integrates a substantial period of additional experience.

5.3. Specific Undergraduate Degrees (in Alphabetical Order)

Bachelor of Architecture

The title Bachelor of Architecture (BArch) shall be used for programmes of specialised study in architecture.

Bachelor of Arts

The title Bachelor of Arts (BA) shall be used for programmes with a principal emphasis on art, media and design, business studies, humanities and social sciences.

Bachelor of Education

The title Bachelor of Education (BEd) shall be used for programmes of teacher education. The initial BEd is recognised as qualifying the holder to practise as a teacher and shall be structured to comply with requirements of the relevant Government body. The initial BEd programme shall normally involve four academic years of study, including a substantial element of teaching practice. Programmes designed for holders of an EdExcel Higher National Diploma or equivalent shall normally involve two academic years of full-time study including an element of teaching practice for a BEd or a longer period for a BEd with Honours.

The in-service BEd programme for students who are already qualified and experienced teachers holding a Certificate in Education or equivalent qualification shall normally involve one calendar year of full-time study or equivalent.

Bachelor of Engineering

The title Bachelor of Engineering (BEng) shall be used for programmes that provide a technologically broad education with an emphasis on engineering applications meeting the requirements for registration with the Engineering Council.

Bachelor of Laws

The title Bachelor of Laws (LLB) shall be used for programmes of specialised study in law. Undergraduate programmes where the study of law is combined with other studies shall lead to the award of BA or BSc as appropriate.

Bachelor of Midwifery

The title Bachelor of Midwifery (BMid) shall be used for programmes of specialised study in midwifery.

Bachelor of Music

The title Bachelor of Music (BMus) shall be used for programmes substantially based on the study of music.

Bachelor of Nursing

The title Bachelor of Nursing (BN) shall be used for programmes of specialised study in nursing.

Bachelor of Science

The title Bachelor of Science (BSc) shall be used for programmes where studies are substantially based on science or mathematics and their applications.

Bachelor of Science (Economics)

The title Bachelor of Science (Economics) (BSc (Econ)) shall be used for programmes of specialised study in economics.

Bachelor of Technology

The title Bachelor of Technology (BTech) shall be used for programmes, which lead to unclassified awards and provide a technical education to a high standard.

5.4. Graduate Certificate

The standard of the Graduate Certificate shall be that expected of a graduate in one area of study who has successfully completed a further free-standing programme equivalent to one half of the third year of a first degree and has achieved 60 credit points, at least 40 of which are at Level 3.

5.5. Graduate Diploma

The standard of the Graduate Diploma shall be that expected of a graduate in one area of study who has successfully completed a further freestanding programme equivalent to the third year of a first degree in a related area of study and has achieved 120 credit points, at least 90 of which are at Level 3. The programme shall normally involve one academic year of full-time study or equivalent.

5.6. Foundation Degree

The standard of the Foundation Degree should be that expected of a student with prior knowledge and skills, as set out in the University entrance requirements for Foundation Degrees, who had successfully completed a programme of study normally involving two years of full-time study or equivalent.

5.7. Specific Foundation Degrees (in Alphabetical Order)

Foundation Degree of Arts

The title Foundation Degree of Arts (FdA) shall be used for programmes with a principal emphasis on art, media and design, business studies, humanities and social sciences.

Foundation Degree of Science

The title Foundation Degree of Science (FdSc) shall be used for programmes where studies are substantially based on science or mathematics and their applications.

Foundation Degree of Engineering

The title Foundation Degree of Engineering (FdEng) shall be used for programmes which provide a technologically broad education with an emphasis on engineering applications.

5.8. Professional Graduate Certificate in Education

The standard of the Professional Graduate Certificate in Education shall be that expected of a graduate who has successfully completed a programme of study at Level 3 of the theory and practice of teaching together with periods of placement in a school or college environment where the student is expected to demonstrate practical competence in teaching. The programme normally involves the equivalent of at least one year of full-time study. The programme must satisfy the requirements for programmes leading to the award of Qualified Teacher Status (QTS) or equivalent that may from time to time be determined by the relevant Government approved body.

6. CREDIT REGULATIONS FOR UNDERGRADUATE AWARDS

6.1. General

6.1.1. The following named awards may be offered by Pathways and Programmes:

- i) Certificate of Higher Education;
- ii) Diploma of Higher Education;
- iii) Ordinary Degree;
- iv) Degree with Honours;
- v) Foundation Degree in accordance with 5.6 and 5.7 above;
- vi) Graduate Certificate;
- vii) Graduate Diploma; and
- viii) Professional Graduate Certificate in Education

6.1.2. Programmes and Pathways may offer other awards approved by the Academic Council of the University. The equivalence of those awards to the standard awards is determined by the

credit required.

6.2. Named Awards

- 6.2.1. The approved programme specification for the named award specify the credit required and the units to be taken by a student to be eligible for the award, including any intermediate award. It may also specify any units in relation to which credit must have been awarded in order to achieve the named award. Where appropriate, distinction is made between compulsory units, optional units and elective units.
- 6.2.2. The approved programme specification for named awards may specify the units which are available for the establishment of individual learning contracts and establish procedures by which such contracts are negotiated, monitored and delivered in order for the student to gain the named award.
- 6.2.3. The approved programme specification for named awards and individual learning contracts may specify additional elements which are not assessed for the award of credit but which are necessary for the student to be eligible to progress to the next stage and/or for the award.
- 6.2.4. Named awards shall not normally be recommended where a student is using credit which has already been applied to qualify for other named awards of the University at the same level, unless the arrangements for this have been approved as part of the curriculum approval process or there has been a significant break in the student's registration periods with the University.

6.3. Award of a Certificate in Education

To qualify for the award of a Certificate in Education a student must:

- i) have been assigned at least 120 credits, including at least 60 credits at Level 2 and none at Level X; and
- ii) have completed satisfactorily any additional elements that are specified for the award in accordance with 6.2.3 above, completion of which is required before the point of exit.

6.4. Award of a Certificate of Higher Education

To qualify for consideration for the award of a Certificate of Higher Education, a student must:

- i) have been assigned at least 120 credits in units at Level 1,2, 3 or X, of which no more than 30 may be at Level X; and
- ii) have completed satisfactorily any additional elements that are specified for the award in accordance with 6.2.3 above, completion of which is required before the point of exit.

6.5. Award of a Diploma of Higher Education

To qualify for the award of a Diploma of Higher Education, a student must:

- i) have been assigned at least 240 credits overall, including at least 100 credits at Level 2 or above, no more than 120 at level 1, and no more than 30 at Level X; and
- ii) have completed satisfactorily any additional elements that are specified for the award in accordance with 6.2.3 above, completion of which is required before the point of exit.

6.6. Award of a Foundation Degree

To qualify for the award of a Foundation Degree, a student must:

- i) have been assigned at least 240 credits, of which no more than 120 are at Level 1; and
- ii) have satisfactorily completed any additional elements that are specified for the award in accordance with 6.2.3 above, completion of which is required for the award.

6.7. Award of an Ordinary Degree

To qualify for the award of an Ordinary Degree a student must:

- i) have been assigned at least 300 credits, of which no more than 120 are at Level 1, at least 60 credits are at Level 3, and no more than 30 are at Level X; and
- ii) have completed satisfactorily any additional elements that are specified for the award in accordance with 6.2.3 above, completion of which is required for the award.

6.8. Award of a Degree with Honours

To qualify for consideration for the award of a Degree with Honours a student must:

- i) have been assigned at least 360 credits overall, of which at least 110 are at Level 3; and
- ii) have completed satisfactorily any additional elements that are specified for the award in accordance with 6.2.3 above, completion of which is required for the award.

6.9. Award of a Graduate Certificate

To qualify for the award of a Graduate Certificate a student must:

- i) hold a first degree as defined by the course regulations;
- ii) have been assigned at least 60 credits at Level 3; and
- iii) have completed satisfactorily any additional elements that are specified for the award in accordance with 6.2.3 above, completion of which is required for the award.

6.10. Award of a Graduate Diploma

To qualify for the award of a Graduate Diploma a student must:

- i) hold a first degree as defined by the course regulations;
- ii) have been assigned at least 120 credits at Level 3; and
- iii) have completed satisfactorily any additional elements that are specified for the award in accordance with 6.2.3 above, completion of which is required for the award.

6.11. Award of a Professional Graduate Certificate in Education

To qualify for the award of a Professional Graduate Certificate in Education a student must:

- i) hold a first degree or equivalent qualification as defined by the course regulations;
- ii) have been assigned at least 120 credits at Level 3; and
- iii) have completed satisfactorily any requirements of the programme relating to the award of Qualified Teacher Status (QTS) that may from time to time be determined by the relevant Government Department.

6.12. Students not registered for Named Awards

Students not registered for named awards will be eligible for a transcript which will detail all the units that they have attempted.

6.13. Awards After Withdrawal or Exclusion

6.13.1. At each stage of a course, a student may elect to withdraw and request that the Board of Examiners apply the credit assigned by the Unit Assessment Board/s for the purpose of securing an award for which they are qualified or to continue studying for a higher award.

6.13.2. A student withdrawing in accordance with 6.13.1 ceases to be registered but may be considered for readmission to the course to study for a higher award in accordance with the admission regulations.

6.13.3. If a student is excluded from a course, the Board of Examiners shall proceed to make any

award or awards for which the student is eligible.

6.14. Minimum and Maximum Periods of Registration

6.14.1. The following normal minimum periods of registration apply to undergraduate programmes designed to admit students without credit to the start of the programme in any mode of study:

Award	Minimum
Certificate of Higher Education	2 semesters
Diploma of Higher Education	4 semesters
Foundation Degree	4 semesters
Ordinary Degree	6 semesters
Degree with Honours	6 semesters
Graduate Certificate	1 semester
Graduate Diploma	2 semesters
Professional Graduate Certificate in Education	1 academic year

6.14.2. A Board of Examiners may not recommend the conferment of an award on a student until the minimum time period set out in 6.15.1 above has expired.

6.14.3. For students who registered at the University after 1st August 2007, a maximum period of registration will apply. This will be eight years for all undergraduate courses regardless of the mode of study.

7. STANDARD FOR POSTGRADUATE AWARDS

7.1. Postgraduate Certificate

The standard of the Postgraduate Certificate shall be that expected of a graduate who has successfully completed a programme at a level demanding more advanced study than a first degree, normally involving at least one semester of full-time study or equivalent.

7.2. Postgraduate Certificate in Education

The standard of the Postgraduate Certificate in Education shall be that expected of a graduate who has successfully completed a programme of study substantially at Level M of the theory and practice of teaching incorporating subject or specialist work together with periods of placement in a school or college environment where the student is expected to demonstrate practical competence in teaching. The programme normally involves the equivalent of at least one year of full-time study. The programme must satisfy the requirements for programmes leading to the award of Qualified Teacher Status (QTS) or equivalent that may from time to time be determined by the relevant Government approved body.

7.3. Certificate in Management

The standard of the Certificate in Management shall be that expected of a student with prior knowledge and skills sufficient to enable him to follow a programme at postgraduate level, who has demonstrated competence in aspects of management while being employed; and who has successfully completed a programme of study normally involving at least one year of full-time student study or equivalent.

7.4. Postgraduate Diploma

The standard of the Postgraduate Diploma shall be that expected of a graduate who has successfully completed study in a field for which prior knowledge and skills have provided an

appropriate foundation, at a level demanding more advanced and intensive study than a first degree and on a programme of study normally involving at least 25 weeks of full-time study or equivalent.

7.5. Postgraduate Diploma in Advanced Professional Research

The standard of the Postgraduate Diploma in Advanced Professional Research shall be that expected of a good Honours graduate, or a person with equivalent experience, who has, in a period of study which shall have lasted for a minimum of 12 months, satisfied the taught components of an approved programme of study, at Doctorate level.

7.6. Diploma in Management Studies

The standard of the Diploma in Management Studies is that expected of a holder of the Certificate in Management with the potential to meet the learning demands of the programme designed to achieve a range of general management knowledge, skills and competencies, including graduates and mature and experienced managers; and who has normally at least two years of management experience. The programme normally involves at least one semester of full-time study or equivalent.

7.7. Postgraduate Taught Masters Degrees

The standard of the Postgraduate Taught Masters Degree shall be that expected of an Honours graduate who has successfully completed a programme of study in a field for which prior knowledge and skills have provided an appropriate foundation, at a level demanding more advanced and intensive study than a first degree and which includes a compulsory element of advanced independent work. The programme normally involves at least one year of full-time study or equivalent.

7.8. Specific Postgraduate Taught Masters Degrees (in Alphabetic Order)

Master of Architecture

The title Master of Architecture (MArch) shall be used for programmes of specialised study in architecture.

Master of Arts

The title Master of Arts (MA) shall be used in art, media and design, humanities, social science and in other areas of study where a more specialised title is not appropriate.

Master of Arts (Education)

The title Master of Arts (Education) (MA(Ed)) shall be used for programmes focussing on education and professional practice in teaching. Entrance requirements are a BEd Honours degree or equivalent qualification. All entrants should have appropriate prior professional experience or should gain such experience concurrently with their study.

Master of Business Administration

The title Master of Business Administration (MBA) shall be used for programmes that focus on the general principles and functions of management and the development of management skills. Students entering MBA programmes must have appropriate experience of managerial practice and should normally be at least 23 years of age on admission.

Master of Laws

The title Master of Laws (LLM) shall be used for programmes of specialised study in law.

Master of Music

The title Master of Music (MMus) shall be used for programmes substantially based on the study of music.

Master of Public Administration

The title Master of Public Administration (MPA) shall be used for programmes that focus on the general principles and functions of management and/or policy and administration in the public sector. Students entering MPA programmes must have appropriate experience of managerial practice and/or policy in the public sector and should normally be at least 23 years of age on admission.

Master of Research

The title Master of Research (MRes) shall be used for programmes with a substantial research component accounting for the majority of the programme. This component will typically consist of unit(s) focussing on a research project, or the training necessary to prepare an individual for Level 8 studies, or the construction of a research proposal.

Master of Science

The title Master of Science (MSc) shall be used where the studies are substantially based on science or mathematics and their applications.

Masters in Teaching and Learning

The title Masters in Teaching and Learning (MTL) shall be used for practice-based programmes available to qualified teachers delivered in accordance with the National Framework for MTL.

7.9. Specific Integrated Masters Degrees (in alphabetical order)**Master of Chiropractic**

The title of Master of Chiropractic (MChiro) shall be used for programmes in Chiropractic that extend beyond the level leading to the Bachelor of Science Degree with Honours in Chiropractic. The standard of the MChiro should be that expected of a student with prior knowledge and skills as set out in the University's general entrance requirements, who had successfully completed a programme in Chiropractic involving the equivalent of four years of full time study at honours level or higher.

Master of Engineering

The title Master of Engineering (MEng) shall be used for study routes in engineering that extend by one year beyond the level of those leading to the Bachelor of Engineering degree with Honours. The standard of the MEng shall be that expected of a student with prior knowledge and skills, as set out in the University's general entrance requirements, who has successfully completed a programme in engineering involving the equivalent of four academic years of full-time study at Honours standard or higher.

Master of Mathematical Studies

The title Master of Mathematical Studies (MMath) shall be used for study routes in Mathematics that extend by one year beyond the level of those leading to the Bachelor of Science Degree with Honours. The standard of the MMath shall be that expected of a student with prior knowledge and skills as set out in the University's general entrance requirements, who has successfully completed a programme in Mathematics involving the equivalent of four academic years of full-time study at Honours standard or higher.

Master of Pharmacy

The title Master of Pharmacy (MPharm) shall be used for programmes in Pharmacy that extend beyond the level of those leading to the Bachelor of Science Degree with Honours in Pharmacy. The standard of the MPharm shall be that expected of a student with prior

knowledge and skills as set out in the University's general entrance requirements, who has successfully completed a programme in Pharmacy involving the equivalent of four academic years of full-time study at Honours level or higher.

Master of Physics

The title Master of Physics (MPhys) shall be used for programmes in physics that extend beyond the level of programmes leading to the BSc degree with Honours in Physics or Applied Physics. The standard of the MPhys shall be that expected of a student with prior knowledge and skills, as set out in the University's general entrance requirements, who has successfully completed a programme in physics involving the equivalent of four academic years of full-time study at Honours level or higher.

8. CREDIT REGULATIONS FOR TAUGHT POSTGRADUATE AWARDS

8.1. General

8.1.1. The following named awards may be offered by Pathways and Programmes:

- i) Postgraduate Certificate;
- ii) Postgraduate Certificate in Education;
- iii) Postgraduate Diploma;
- iv) Masters Awards in accordance with 7.7 above; and.
- v) Integrated Masters Awards in accordance with 7.8 above

8.1.2. Programmes and Pathways may offer other awards approved by Academic Council. The equivalence of those awards to the standard awards is determined by the credit required.

8.2. Named Awards

8.2.1. The approved programme specification for the named award specify the credit required and the units to be taken by a student to be eligible for the award, including any intermediate award. The regulations also specify any units in relation to which credit must have been awarded in order to achieve the named award. Where appropriate, distinction is made between compulsory units, optional units and elective units.

8.2.2. The approved programme specification for named awards may specify the units which are available for the establishment of individual learning contracts and establish procedures by which such contracts are negotiated, monitored and delivered in order for the student to gain the named award.

8.2.3. The approved programme specification for named awards and individual learning contracts may specify additional elements which are not assessed for the award of credit but which are necessary for the student to be eligible to progress to the next stage and/or for the award.

8.2.4. Students for named awards may be permitted by the Course Leader to enter into supplementary learning contracts with a view to achieving credit additional to that required to gain the named award.

8.2.5. Named awards shall not normally be recommended where a student is using credit that has already been applied to qualify for other named awards of the University, unless the arrangements for this have been approved as part of the curriculum approval process or there has been a significant break in the student's registration periods with the University.

8.3. Award of a Postgraduate Certificate

To qualify for the award of a Postgraduate Certificate, a student must:

- i) have been assigned at least 60 credits overall at Level M; and

- ii) have completed satisfactorily any additional elements that are specified for the award in accordance with 8.2.3 above, completion of which is required before the point of exit.

8.4. Award of a Postgraduate Certificate in Education

To qualify for the award of a Postgraduate Certificate in Education a student must:

- i) hold a first degree or equivalent qualification as defined by the course regulations;
- ii) have been assigned at least 120 credits overall, none of which may be below Level 3 and at least 60 of which must be at Level M; and
- iii) have completed satisfactorily any requirements of the programme relating to the award of Qualified Teacher Status (QTS) that may from time to time be determined by the Secretary of State for Children, Schools and Families.

8.5. Award of a Postgraduate Diploma

To qualify for the award of a Postgraduate Diploma, a student must:

- i) have been assigned at least 120 credits overall Level M; and
- ii) have completed satisfactorily any additional elements that are specified for the award in accordance with 8.2.3 above, completion of which is required before the point of exit.

8.6. Award of a Postgraduate Diploma in Advanced Professional Research

To qualify for the award of a Postgraduate Diploma in Advanced Professional Research, a student must:

- iii) have been assigned at least 120 credits overall Level D; and
- iv) have completed satisfactorily any additional elements that are specified for the award in accordance with 8.2.3 above, completion of which is required before the point of exit.

8.7. Award of a Postgraduate Taught Masters Degree

To qualify for the award of a Postgraduate Taught Masters Degree, a student must:

- i) have been assigned at least 180 credits overall at Level M; and
- ii) have completed satisfactorily any additional elements that are specified for the award in accordance with 8.2.3 above, completion of which is required for the award.

8.8. Award of an Integrated Masters Degree

To qualify for the award of an Integrated Masters Degree a student must:

- i) have been assigned at least 480 credits overall, of which no more than 120 are at Level 1, at least 110 are at Level 3, at least 120 are at level M, and no more than 30 are at level X; and
- ii) have completed satisfactorily any additional elements that are specified for the award in accordance with 8.2.3 above, completion of which is required for the award.

8.9. Students not registered for Named Awards

Students not registered for named awards will be eligible for a transcript which will detail all the units that they have attempted.

8.10. Award After Withdrawal or Exclusion

8.10.1. At each stage of a course, a student may elect to withdraw and request that the Board of Examiners apply the credit assigned by the Unit Assessment Board/s for the purpose of securing an award for which they are qualified or to continue studying for a higher award.

8.10.2. A student withdrawing in accordance with 8.11.1 above ceases to be registered but may be

considered for readmission to the course to study for a higher award in accordance with the admission regulations.

- 8.10.3. If a student is excluded from a course, the Board of Examiners shall proceed to make any award or awards for which the student is eligible.

8.11. Minimum and Maximum Periods of Student Registration

- 8.11.1. The following normal minimum periods of registration apply to students admitted without advanced standing to the start of a course for all modes of attendance:

Award	Minimum
Postgraduate Certificate	Three months
Postgraduate Certificate in Education	One academic year
Postgraduate Diploma	Six months
Masters Degree	Twelve months
Integrated Masters Degree	Eight semesters

- 8.11.2. A Board of Examiners may not recommend the conferment of an award on a student until the minimum time period set out in 8.12.1 above has expired.
- 8.11.3. For students who registered at the University after 1st August 2007, a maximum period of registration will apply. This will be eight years for all integrated masters courses and five years for a taught postgraduate qualification (not including integrated masters), regardless of the mode of study

9. STANDARD FOR RESEARCH DEGREES

9.1. Master of Philosophy

The standard of the Master of Philosophy (MPhil) shall be that expected of a good Honours graduate who has satisfactorily completed a research training and has investigated and evaluated or critically studied an appropriate topic over at least eighteen months of full-time study or equivalent, has satisfied the requirements of any taught component of the programme and has presented a satisfactory thesis.

9.2. Doctor of Philosophy

The standard of the Doctor of Philosophy (PhD) shall be that expected of a good Honours graduate who has satisfactorily completed a research training and has investigated and evaluated or critically studied an appropriate topic over at least twenty-four months of full-time study or equivalent from direct registration resulting in a significant contribution to knowledge, has satisfied the requirements of any taught component of the programme and has presented a satisfactory thesis.

9.3. Master of Surgery

The standard of the Master of Surgery (MS) shall be that expected of a good Honours graduate in Medicine who has satisfactorily completed a research training, has investigated and evaluated or critically studied a medically relevant topic over at least eighteen months of full-time study or equivalent, has satisfied the requirements of any taught component of the programme, and has presented a satisfactory thesis.

9.4. Doctor of Medicine

The standard of the Doctor of Medicine (DM) shall be that expected of a good Honours graduate in Medicine who has satisfactorily completed a research training, has investigated and evaluated or critically studied a medically relevant topic over at least twenty four months of full-time study or equivalent from direct registration resulting in a significant contribution to knowledge, has satisfied the requirements of any taught component of the programme, and has presented a satisfactory thesis.

9.5. Professional Doctorate

The standard of the Professional Doctorate (PD) shall be that expected of a good Honours graduate, or a person with equivalent experience, who has, in a period of study which shall have lasted three full-time years or equivalent, satisfied the taught components of an approved programme of study, at Masters and Doctorate level, and, through a substantial portfolio of work relating to an approved topic of professional research and development, provided evidence of: knowledge and understanding of the background literature and of research methods appropriate to the discipline; independent critical judgement; and an original contribution to the advancement of professional knowledge and practice in the appropriate professional activity.

10. STANDARD OF HIGHER DOCTORATES

The standard of the Higher Doctorate shall be that expected of an applicant who is a leading authority in the field of study concerned and has made an original and significant contribution to the advancement or application of knowledge or scholarship in the field, normally through work undertaken at postdoctoral level.

11. TITLES OF AWARDS

- 11.1.1. The title should reflect accurately the field of study.
- 11.1.2. The title should not be misleading.
- 11.1.3. Titles should not reflect more than three subject components.
- 11.1.4. Where the title seeks to include more than three significant subject components the use of the title "Combined Studies" would be more appropriate.
- 11.1.5. Where the title uses two subject components, two naming conventions are possible:
 - i) "Subject A and Subject B", which should signify an approximately equal balance between the two components
 - ii) "Subject A with Subject B", which should signify that subject B accounts for at least a quarter of the curriculum content (except in the case of titles used under the Combined Honours Framework, as detailed in the "Curricula Framework" document, where the requirement is for one third of the curriculum content)
- 11.1.6. Where there is only one subject component the title to be used should represent the majority of the curriculum content and particular attention needs to be paid to criteria 11.1 and 11.2 above, acknowledging that a single subject component title may include the use of a conjunction (e.g. Health and Safety).
- 11.1.7. Where the use of a particular title depends upon the content of a project, dissertation, or other generically named unit (such as work based learning "shell" unit) to satisfy any of the above rules above, then the titles for those units need to reflect the subject component proposed for inclusion in the course title.

- 11.1.8. There can be a multiplicity of titles based upon a pool of common units but only if each title to be used can be justified to the satisfaction of the Curriculum Committee by reference to the above criteria, and by particular attention to criteria 11.1, 11.2, and 11.7.
- 11.1.9. Where an arrangement to offer a “modular” curriculum is proposed, with several pathways, each with a different named award, through a common pool of units, this should have a clear framework. The framework should be submitted to Curriculum Committee for initial approval of the proposed titles for the individual pathways, and at Stage 3 of the approval process the curriculum approval committee should consider the operation of the framework as well as the academic coherence of the individual pathways through it. Additionally, it should be understood that any such framework of “modular” pathways should be advertised and managed as a single programme.
- 11.1.10. An award may be untitled where the award itself is sufficiently descriptive.

12. REQUIREMENTS FOR CONFERMENT OF AWARDS

A recommendation for conferment of an award of the University shall be confirmed when the following conditions have been satisfied:

- a) The student was a registered student on a programme of the University at the time of his or her assessment for an award and had paid the appropriate fees to the University.
- b) The Academic Registry has confirmed that the student completed the programme leading to the award recommended.
- c) The award has been recommended by the appropriate Board of Examiners.
- d) The recommendation for the award has been signed by the Chairman of the Board of Examiners and by the designated officer (the Academic Registrar) confirming that all assessments had been carried out in accordance with the requirements of Academic Council.

13. RESPONSIBILITY FOR CONFERMENT OF AWARDS

13.1. Location of Responsibility

The Academic Council shall be the body responsible for conferment of academic awards on behalf of the University. Except for honorary degrees, an academic award shall be deemed to be conferred only when the Academic Council has confirmed the recommendation of the appropriate Board of Examiners for the granting of that award. This shall be achieved by the designated officer (the Academic Registrar) signing the recommendation for the award as required at 12 (d) above.

13.2. Record of Conferment of Awards

The University shall maintain a permanent record of all the academic awards it shall grant.

13.3. Interpretation of Regulations

In the event that clarification of the Regulations may be required to secure the conferment of an award within due time, the Chair of Academic Council shall be empowered on Council's behalf to interpret the Regulations to that end. Any such interpretation shall be reported to Academic Council.

14. LEVEL OF AWARD TO BE RECOMMENDED

14.1. General

The award recommended by a Board of Examiners shall be that for which the student was registered or a lower award, specified in the approved assessment regulations, for which the student has fulfilled the requirements.

14.2. Staged Awards

Where the assessment regulations so provide, the Board of Examiners may recommend for an intermediate award a student who has satisfied the requirements for that award whether or not she/he is proceeding directly to a stage of the programme leading to a further award. However, the recommendation shall only be confirmed and the intermediate award conferred if the student states to the University an intention to leave the programme at that stage or is subsequently recommended for no higher award within the programme.

14.3. Aegrotat Awards

An award may be recommended in aegrotat form to a student who satisfies the general conditions for the grant of the award but was unable, for reasons of illness or good cause accepted by the Board of Examiners, to complete or be assessed for the award for which she/he was a candidate.

14.4. Posthumous Awards

An award may be conferred posthumously, either in aegrotat or normal form, to a deceased student who was a registered student at the time of death, who satisfied the remaining general conditions for the grant of the award in Regulation 14.1 of Conferment of Awards (above) far as was practicable.

15. AWARD CERTIFICATE

The certificate for each award shall show the following:

- i) the name of the University;
- ii) the student's name as given on the list of recommendations submitted by the Board of Examiners;
- iii) the award and any classification;
- iv) where appropriate, the title of the programme as approved by the Academic Council for the purposes of the certificate;
- v) where appropriate, an endorsement that the programme was studied in the sandwich mode;
- vi) any other approved endorsement;
- vii) the date from which the award is operative;
- viii) the signatures of the Vice-Chancellor and the Academic Registrar of the University.

16. ACADEMIC DRESS

Academic dress, as defined by the University, shall be worn on the occasion of conferment of an award.

17. WITHHOLDING OF AWARDS FROM STUDENTS

The Academic Council shall determine a procedure for any recommendation for an award to be withheld where a student has an outstanding obligation to the University or is the subject of an allegation of a breach of discipline.

18. RELEASE OF MARKS AND GRADES

The Academic Council shall determine a procedure for the release to students of their marks or grades. The procedure shall cover the issue of transcripts of study and transcripts of achievement. Such transcripts may only be issued in the name of the University if the approved procedure has been followed. The procedure shall conform to Data Protection legislation.

19. DEPRIVATION OF AWARD

In exceptional circumstances, on the recommendation of the Vice-Chancellor or the relevant Board of Examiners, the Academic Council may deprive any person of any award granted by the University. Such a recommendation may be made, for example, if the person granted an award resulting from a taught programme of study, a programme of supervised research or a higher doctorate has been found to have been admitted to the programme or granted the award under false pretences or on the basis of material non-disclosure.

20. COURSE APPROVAL

20.1. General

Academic Council is responsible for the approval of all programmes leading to awards of the University, whether they are delivered by the University or by another organisation that is working in an approved relationship with the University. Academic Council shall establish formal procedures for the approval of programmes. Council may delegate the conduct of approval of programmes to a committee or other agency established by that committee.

20.2. Programme Specifications

All programmes must have a current programme specification, reviewed and endorsed annually by the relevant Board of Studies or equivalent, in accordance with University definitions and procedures, approved on the authority of Academic Council.

20.3. Modification to Programmes of Study

Academic Council shall establish procedures for approving the modification of programmes of study, including changes to their structure, the awards available within programmes of study and the regulations governing the awards.

21. MONITORING AND REVIEW

Each programme of study leading to an award of the University shall be subject to regular monitoring and evaluation. Academic Council shall establish procedures for the monitoring, evaluation and review of programmes of study conducted by the University and for assessing the monitoring and evaluation of programmes of study conducted by other organisations leading to awards of the University. Academic Council may delegate the quality assurance procedures required by the monitoring, evaluation and review of programmes of study to a committee or other agency established by that committee.

22. RELATIONSHIP WITH OTHER VALIDATING BODIES

Academic Council may approve and review programmes of study leading to awards of another validating body where the processes of that body so provide.

23. CREDIT ACCUMULATION AND TRANSFER SCHEME (CATS)

Academic Council shall approve arrangements for the assignment of academic credit for learning achieved in programmes of study or parts of programmes of study leading to awards of the University and may approve the credit-rating of other forms of learning. Academic Council shall establish procedures for the operation of a Credit Accumulation and Transfer Scheme. Programmes of study approved by the University shall operate in accordance with the CATS procedures. See 6 and 8 above.

24. ADVANCED STANDING AND DIRECT ENTRY

24.1. Undergraduate

24.1.1. Evidence of prior certificated learning and/or prior experiential learning appropriate to the named award will allow a student to apply for advanced standing with specific credit.

24.1.2. Such credit will be awarded in accordance with University procedures.

24.1.3. The total of specific credit allowed for advanced standing may not exceed the following limits:

Certificate in Education	60 credits at Level 1 only
Certificate of Higher Education	60 credits
Diploma of Higher Education	180 credits, of which no more than 60 may be at Level 2
Foundation Degree	180 credits, of which no more than 60 may be at Level 2
Ordinary Degree	240 credits, of which none may be higher than Level 2
Degree with Honours	240 credits, of which no more than 60 may be at Level 3
Integrated Masters Degree	420 credits, of which no more than 60 may be at Level M
Professional Graduate Certificate In Education	60 credits at Level 3 only

24.1.4. The approved programme specification for a named award may, exceptionally, specify higher or lower limits for the award of specific credit for advanced standing.

24.1.5. Students admitted by direct entry to any stage of a course other than the beginning of stage 1 are regarded as being admitted with advanced standing. The award of credit necessary for that purpose shall be made in accordance with 25.1.2 above or with an approved tariff contained in the approved programme specification.

24.1.6. Applications for the transfer of credit between pathways and between programmes will be considered on the basis of the equivalence of the curriculum studied.

24.1.7. Transfers of credit will normally be possible only at the end of semesters and/or defined stages of an award.

24.1.8. Transfers of credit shall be made in accordance with 25.1.2 or 25.1.3 above or with an approved tariff contained in the approved programme specification.

24.2. Postgraduate

- 24.2.1. Evidence of prior certificated learning and/or prior experiential learning appropriate to the named award will allow a student to apply for advanced standing with specific credit.
- 24.2.2. Such credit will be awarded in accordance with University procedures.
- 24.2.3. The total of specific credit allowed for advanced standing may not exceed 60 credits for the award of a Postgraduate Diploma or 120 credits for the award of Master's Degree. Students may not apply for advanced standing with specific credit for Postgraduate Certificates.
- 24.2.4. The approved programme specification for a named award may specify lower limits for the award of specific credit for advanced standing and may make a distinction between credit required for the award of a Postgraduate Diploma and a Master's Degree.
- 24.2.5. Students admitted by direct entry to any stage of a course other than the beginning of stage 1 are regarded as being admitted with advanced standing. The award of credit necessary for that purpose shall be made in accordance with 25.2.2 and 25.2.3 above or with an approved tariff contained in the approved programme specification.
- 24.2.6. Applications for the transfer of credit between pathways and between programmes will be considered on the basis of the equivalence of the curriculum studied.
- 24.2.7. Transfers of credit will normally be possible only at the end of semesters and/or defined stages of an award.
- 24.2.8. Transfers of credit shall be made in accordance with 25.2.2 and 25.2.3 above or with an approved tariff contained in the approved programme specification.

25. PROCEDURES FOR PROGRAMMES CONDUCTED OUTSIDE THE UNIVERSITY

Details of procedures for programmes conducted outside the University can be found in the Collaborative Provision Policy and Procedures which is available at :

<http://www.port.ac.uk/accesstoinformation/policies/collaborativeprovision/filetodownload,10880,en.pdf>