



UNIVERSITY
of
GLASGOW

Calendar 2006-07

FACULTY OF EDUCATION

DEAN: Professor James C Conroy BEd MA PhD

Chief Adviser of Studies: Miss Margo Barr MPhil BA Dip Com

DATES OF SEMESTERS

Semester 1: 26th September 2006 - 19th January 2007
Christmas Vacation: 18th December 2006 - 5th January 2007

Semester 2: 22nd January 2007 - 1st June 2006
Spring Vacation: 19th March 2007 - 6th April 2007

Teaching dates vary for the following programmes:

Degree of BTechEd	Teaching Starts	Teaching Ends
1st Year	26 September 2006 8 January 2007 10 April 2007	15 December 2006 16 March 2007 1 June 2007
2nd Year	26 September 2006 8 January 2007 10 April 2007	15 December 2006 16 March 2007 1 June 2007*
3rd Year	4 September 2006 22 January 2007 10 April 2006	15 December 2006 16 March 2007 25 May 2007*
4th Year	4 September 2006 22 January 2007 10 April 2007	15 December 2006 16 March 2007 25 May 2007

* Industrial experience may be carried out at the end of year 2 or 3 so an extra 4 weeks is added on to either year 2 or 3 but not both

Professional Graduate Diploma in Education

28 August 2006	15 December 2006
8 January 2007	23 March 2007
16 April 2007	22 June 2007

DACE Open Programme

9 October 2006	16 December 2006
15 January 2007	24 March 2007
23 April 2007	30 June 2007

Contents	<i>Page</i>
Appeals	3
Initial Teacher Education	3
Degree of BEd	3
Degrees of Bachelor of Technological Education & Bachelor of Technology Studies	6
Degree of MA in Religious and Philosophical Education with Secondary Teaching Qualification	17
Professional Graduate Diploma in Education	21
Catholic Teacher's Certificate	25
Certificate in Religious Education by Distance Learning	25
Department of Adult and Continuing Education	26
Certificate of Higher Education (Continuing Education)	26
Certificate in Community Learning and Development	30
Degree of BA in Community Development	31

I APPEALS BY STUDENTS

The Senate is charged by the *Universities (Scotland) Acts* with a duty to superintend the teaching of the University. This is understood to include examining. The Senate has authorised the establishment of Faculty Appeals Committees to hear appeals in the first instance, as specified in the Code of Procedure for Appeals to a Faculty Appeals Committee.

A student may further appeal from the decision of the relevant Faculty Appeals Committee to the Senate.

Any appeal giving all the grounds of that appeal must be despatched in writing to the Secretary of the relevant Faculty, or to the Director of the Senate Office, as appropriate, within 10 working days of the intimation to the student of the decision against which he or she is appealing.

Students are advised to consult the Secretary of the relevant Faculty before lodging an appeal to the Faculty Appeals Committee and the Director of the Senate Office, before lodging an appeal to the Senate Appeals Committee.

The Code of Procedure for Appeals to a Faculty Appeals Committee and the Code of Procedure for Appeals to the Senate are set out in that section of the University *Calendar* entitled 'University Fees and General Information for Students', which is available online at <http://senate.gla.ac.uk/calendar/>. Copies are also available for students to consult in the Faculty Office. The address of the Faculty Secretary, Faculty of Education is St Andrew's Building, Glasgow G3 6NH.

II DEGREES AND CERTIFICATES IN INITIAL TEACHER EDUCATION

This sub-section of the *Calendar* contains information on Degree and Certificate programmes in Initial Teacher Education (ITE), which have been approved by the Scottish Executive Education Department (SEED) and accredited by the General Teaching Council for Scotland (GTC) as courses leading to a teaching qualification. Students wishing to teach in Catholic schools in Scotland have the opportunity to achieve the Catholic Teacher's Certificate.

All students must observe standards of behaviour and professional conduct required of the teaching profession as described in the Faculty Fitness to Practise Policy. Copies of the policy are available online at <http://www.gla.ac.uk/faculties/education/depts/school/index.shtml>

The procedures for determining Fitness to Practise are set out in that section of the University *Calendar* entitled University Fees and General Information for Students which is available online at <http://senate.gla.ac.uk/calendar>

Bachelor of Education in Music

The Faculty of Education collaborates with the Royal Scottish Academy of Music and Drama (RSAMD) to offer the Bachelor of Education in Music, a four year programme leading to the award of an Honours or Ordinary Degree with teaching qualification in Secondary Education. Regulations are available from RSAMD which awards the Degree.

III DEGREE OF BACHELOR OF EDUCATION (BED) WITH HONOURS IN PRIMARY EDUCATION

The Degree of Bachelor of Education with Honours in Primary Education is governed by Resolution No. 530 of the University Court which came into effect on 1 October 2003 with provision that:

1. The Degree of Bachelor of Education (BEd) with Honours in Primary Education may be awarded by the University of Glasgow in the Faculty of Education (the Faculty) as a Degree in such designations as may be prescribed by Regulations.
2. The Senate may make Regulations governing the award of the Degree which are subject to the approval of the University Court. These shall be stated under 'Regulations' below.
3. Candidates for the Degree of BEd who do not complete the minimum graduating curriculum may be eligible to receive the Degree of Bachelor of Arts (Primary Education). The early exit awards of Certificate of Higher Education (Primary Education) and Diploma of Higher Education (Primary Education) are also included in the Regulations.

REGULATIONS

1. Duration of Degree Study

1.1 Study in the University of Glasgow

Every candidate for the Honours Degree must attend during no fewer than four academic years, courses of instruction and related professional experience in the Faculty of Education.

1.2 Recognition of Study in other Faculties, Universities and Institutions of Tertiary Education

The Faculty may recognise attendance given and examinations passed in another Faculty of the University or in another institution; provided that every candidate whose attendance or examinations are thus recognised

shall attend qualifying courses for at least two academic years for the Honours Degree in the Faculty, and shall pass the examinations appropriate to these courses. A candidate whose studies are so recognised may at the discretion of the Senate be granted exemption from instruction, or from instruction and examination, to an extent agreed in each particular case on the recommendation of the Faculty.

2. General Structure and Assessment of Degree

2.1 *The Honours Degree shall consist of compulsory components and elective components.*

a) the compulsory components are:

- School Experience (years 1-4)
- Educational Studies (years 1-4) ¹
- Environmental Education (years 1-2)
- Expressive Arts (years 1-2)
- Language (years 1-3)
- Mathematics (years 1-3)
- Religious Education (years 1-4)
- Information and Communication Technology (years 1-3)
- The Dissertation (year 4)

b) the elective components are:

Specialist Studies (years 3-4)

Candidates will be advised as to the range of elective components available in each category in the session prior to the study of the particular elective.

More information on programme structure and courses can be found in the Programme Handbook.

2.2 *Curriculum*

The Degree of BEd follows a prescribed curriculum.

2.3 *Minimum requirements for the award of credit*

The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the Department concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.

2.4 *Assessment*

Regulations for assessment are governed by the Code of Assessment which is contained in the Fees and General Information section of the *University Calendar*.

2.5 *Re-assessment in a Course*

Candidates who do not satisfy the Examiners at the first attempt will normally be permitted one further attempt in those failed elements at the next available opportunity. The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

Students who do not achieve a satisfactory standard in practical teaching at one stage in the year will be required to undertake a further placement experience at the stage in which they failed, or at a stage to be determined by the Board of Examiners.

2.6 *Assessment of School Experience*

Assessment of the student in school is a joint responsibility between the school and the Faculty.

There will be aggregation of school and tutor reports to form a holistic judgement of a student's ability and capability in teaching. This aggregation will not be mechanistic in nature but will be informed by the professional judgement of tutors in the light of the evidence available to them.

Where a student fails to reach the benchmark standard, either in the view of the school staff or Faculty tutors, the student is deemed to have failed in teaching. Students must satisfy in all the benchmarks.

¹ Denotes subjects with a final examination.

3. Progress of Students

3.1 General progress requirements

Normally, in order to proceed to the subsequent year of the programme a candidate must have:

- a) attended classes regularly (minimum requirement of 80% attendance in each course) and completed all of the work of the programme in the preceding year to the satisfaction of the Head(s) of Department;
- b) satisfied the examiners in School Experience in the previous year;
- c) satisfied the examiners in, at least, all but one of the other courses of the preceding year, and have satisfied the examiners in all courses of earlier years;
- d) satisfied the examiners in all assessments by the third attempt;
- e) Exceptionally, a student may be required to discontinue a school placement or be prevented from starting any further placement if, on the balance of evidence, it is considered that continuing with the placement would be detrimental to pupils in the school.

3.2 Administration of Progression

A candidate who does not meet the requirements of 3.1(a)-(d) or to whom 3.1(e) applies will be referred to the Progress Committee. The candidate will have the opportunity to present evidence to the Committee on factors which have affected his/her performance. The Progress Committee may decide that the student will be permitted to repeat the relevant year of the course on one occasion only, or to make good failure in the subsequent session without attendance at classes, or suspend his/her studies on compassionate grounds, or will be excluded from further study.

3.3 Appeals against Decisions relating to the Progress of Students

A student who believes that he/she has grounds for appeal should refer to the Code of Procedure for Appeals to a Faculty Appeals Committee in the *Calendar*. Students are advised to consult the Faculty Secretary before lodging an appeal.

4. Structure of the Degree and Awards Associated with it

4.1 Certificate of Basic IT Competence

All students must normally obtain the University's Certificate of Basic IT Competence before the end of their first year of study by completing the course of study offered by the IT Education Unit or by gaining exemption from the ITEU course through one of the routes indicated in Section (XXV) of the Fees and General Information section of the University Calendar. Attainment or non-attainment of the Certificate of Basic IT Competence will be indicated in the student transcript.

4.2 Minimum requirements for the award of the BEd Degree

In order to qualify for the award of the BEd Degree candidates must obtain grade D or above in each of the graduating components (see section 2.1 above), satisfactorily complete the assessments relating to school experience and be eligible for the award of the Teaching Qualification.

In assessing the merit of a candidate for the BEd Degree the Board of Examiners will have regard to the candidate's performance in the following graduating components:

Environmental Education	Year 2
Expressive Arts	Year 2
Language	Year 3
Mathematics	Year 3
Religious Education	Year 4
Educational Studies	Year 4
Specialist Study	Year 4
Dissertation	Year 4
School Experience	Year 4

The grade achieved at the end point of the study of the subject will be given a weighting of 2.

The final class of award will depend, in part, on the student's overall level of performance in School Experience.

Where exceptional ability has been shown in School Experience and in line with Schedule B descriptors of the University's Code of Assessment, the Degree may be awarded with Distinction or Merit in Teaching. In arriving at the overall level of award, the following minimum standards will apply to School Experience:

For First Class Honours	Grade A in School Experience
For Upper Second Class Honours	A minimum of Grade B in School Experience
For Lower Second Class Honours	A minimum of Grade C in School Experience
For Third Class Honours	A minimum of Grade D in School Experience

4.3 Degree of Bachelor of Arts (Primary Education)

- a) A candidate who has obtained a minimum of 360 credits at grade D or better from courses in the BEd curriculum will be eligible to receive the Degree of Bachelor of Arts (Primary Education). Students who receive a Bachelor of Education Degree will not receive a Bachelor of Arts Degree.
- b) The Degree of Bachelor of Arts (Primary Education) may be awarded with Merit or Distinction.
- c) The Degree of Bachelor of Arts (Primary Education) is not a teaching qualification.

4.4 Early Exit Awards

a) Certificate of Higher Education (Primary Education)

- i) A candidate who has obtained a minimum of 120 credits at grade D or better from courses in the BEd curriculum will be eligible to receive the Certificate of Higher Education. Candidates who receive a Diploma or Degree will not receive a Certificate.
- ii) The Certificate of Higher Education may be awarded with Merit or Distinction.

b) Diploma of Higher Education (Primary Education)

- i) A candidate who has obtained a minimum of 240 credits at grade D or better from courses in the BEd curriculum will be eligible to receive the Diploma of Higher Education. Candidates who receive a Degree will not receive a Diploma.
- ii) The Diploma of Higher Education may be awarded with Merit or Distinction.

IV DEGREES OF BACHELOR OF TECHNOLOGICAL EDUCATION & BACHELOR OF TECHNOLOGY STUDIES

From October 2002, students entering the Degree of Bachelor of Technological Education (BTechEd) will be registered in the Faculty of Education. Students admitted to the Degree before October 2002 will continue to be registered in the Faculty of Engineering. Both groups of students should refer to the following Resolution and Regulations.

The Degrees of Bachelor of Technological Education and Bachelor of Technology Studies are governed by Resolution of the University Court with provision that:

1. The following Degrees may be conferred by the University of Glasgow in the Faculty of Education (the Faculty) as a Degree in such designations as may be prescribed by Regulations:

Bachelor of Technological Education (B Tech Ed)

Bachelor of Technology Studies (B Tech S)

2. The Senate will make regulations governing the award of the Degree which are subject to the approval of the University Court. These shall be stated under 'Regulations' below
3. The Degree of Bachelor of Technological Education may be offered as a Degree with Honours or with a Pass or as an Ordinary Degree as prescribed by regulation.

The Degree of Bachelor of Technology Studies may be conferred either as a Degree with Honours or with a Pass in such single subjects or pairs of subjects as may be prescribed by regulation.

The Degree of Bachelor of Technology Studies in General Technology may be conferred as a Degree as may be prescribed by regulation.

The following may also be conferred as other qualifications

Diploma of Higher Education (Technology Studies)

Certificate of Higher Education (Technology Studies)

REGULATIONS

1. Duration of Degree Study

1.1 Study in the University of Glasgow

The minimum period of study for the Degrees and other qualifications shall normally be as follows:

- a) Bachelor of Technological Education - four sessions of full-time study or two sessions of full-time study preceded by at least three sessions of part-time study.
- b) Bachelor of Technology Studies with Honours - four sessions of full-time study or two sessions of full-time study preceded by at least three sessions of part-time study.
- c) Bachelor of Technology Studies in General Technology - three sessions of full-time study or at least four sessions of part-time study.

Exceptionally, other combinations of full-time and part-time study may be approved by the Senate in individual cases.

- d) Diploma of Higher Education (Technology Studies) - two sessions of full-time or at least three sessions of part-time study.
- e) Certificate of Higher Education (Technology Studies) - one session of full-time or two sessions of part-time study.

A candidate who has not met the particular requirements for one of the following Degrees or other qualifications:

1. Bachelor of Technological Education with Honours or
2. Bachelor of Technology Studies in Technology with a Designated Subject with Honours or
3. Bachelor of Technological Education or
4. Bachelor of Technology Studies in General Technology or
5. Diploma in Higher Education (Technology Studies) or
6. Certificate in Higher Education (Technology Studies)

OR

7. Bachelor of Technology Studies in Technology and a Designated Subject with Honours or
8. Bachelor of Technology Studies in Technology with a Designated Subject with Honours or
9. Bachelor of Technology Studies in General Technology or
10. Diploma in Higher Education (Technology Studies) or
11. Certificate in Higher Education (Technology Studies)

who at any stage of the curriculum is judged unlikely to meet the requirements, may be required to transfer to the curriculum for another degree or another qualification lower in order in the above lists.

A candidate making adequate progress in the curriculum for which he or she is enrolled may be permitted to transfer to the curriculum for another degree or another qualification lower in order in the above list than the degree or diploma for which the candidate is currently enrolled.

A candidate who transfers between curricula for degrees or other qualifications may be exempted in whole or in part from the examinations prescribed for the Degree or other qualification to which the candidate has transferred, dependent upon results gained in the previous curriculum.

- i) Candidates may be exempted from part of the curriculum in accordance with the Regulations paragraph 1.2 made under this resolution. Candidates so exempted but not falling within the provision of (b) below must spend a minimum of one year in an approved course of study in the University of Glasgow qualifying towards the Degree of Bachelor of Technology Studies in General Technology or the Diploma in Higher Education (Technology Studies) or a minimum of two years in an approved course of study in the University of Glasgow qualifying towards the Degree of Bachelor of Technological Education or the Honours Degree of Bachelor of Technology Studies. In all cases the final year of the programme of study for the above Degrees must be spent in an approved curriculum within the University of Glasgow.
- ii) A candidate may be admitted from overseas or may be permitted to study overseas within the provisions of an international credit transfer programme approved by Senate and may be allowed to count courses attended and formally examined abroad but not forming part of a curriculum for a Glasgow University degree as qualifying towards the Degree of Bachelor of Technological Education or the Honours Degree of Bachelor of Technology Studies.
- iii) In the case of candidates falling within the provisions of (b) examinations furth of Glasgow may constitute part of the Honours diet.

The Senate with the approval of the University Court may from time to time make regulations:

- a) determining the subjects of study and the course of instruction;
- b) determining the subjects for examination and the number of divisions in which the examinations for the Degrees shall be arranged.

1.2 Recognition of Study in other Faculties, Universities and Institutions of Tertiary Education

A student may be admitted directly into the second year, and be exempted from second and/or third year courses in whose curriculum he or she is already qualified or experienced, if

- a) he or she has obtained 120 appropriate credits or equivalent;
- b) it is possible to arrange for him or her to complete those parts of the first year curriculum which he or she has not already covered, by attending first year classes in the subjects mentioned above, by private study.
- c) will complete Education T1 during year of entry.

2. General Structure and Assessment of Degree

2.1 Curricula, Courses and Credits

The curricula for the Degrees shall be made up in accordance with the appended Regulations for Courses which show:

- a) Single subjects and combinations of subjects in which the Degree may be awarded
- b) Courses forming components of the Degree curriculum in each subject or subject combination.

The Regulations for Courses specify the names and levels of these courses, their worth in credits, their admission requirements and their assessment methods.

Each course shall be worth the number of credits specified in its course entry in the Regulations for Courses. The number of credits shall be a multiple of 10 and shall reflect the quantity of work each course requires in relation to the total quantity of work required to complete a full year of academic study. The normal minimum full-time workload will be between 120 and 160 credits per session. Each candidate shall be awarded the specified number of credits on completion of the course.

2.2 Availability of Courses and Requirements for Admission and Readmission to Courses

2.2.1 Availability of Courses

All the courses listed in the Regulations for Courses will not necessarily be available in each year; the choice of a curriculum will be subject to this limitation and also to that imposed by timetables.

2.2.2 Admission Requirements

Each course may have admission requirements, which shall be specified in its entry in the Course Documentation.

Admission to a course is normally open only to candidates who satisfy all its admission requirements.

2.3 Prerequisites and Co-requisites

Each course may have a prerequisite or co-requisite course or courses. To be admitted to the course:

- a) The candidate must have completed each prerequisite course, normally at either grade D or above. If the course follows a prerequisite course in the same session, however, it shall be sufficient for the candidate to have attended the prerequisite course.
- b) The candidate must either have attended, or be concurrently attending, each co-requisite course.

2.4 Approval of Curricula

The curriculum of each candidate must be approved at the start of each session by the candidate's Adviser of Studies. Once approved, the curriculum may not be altered except by an Adviser of Studies.

Each full-time candidate shall enrol for courses as prescribed under the Regulations for Courses but normally totalling a minimum of 120 credits in each session.

Each part-time candidate shall enrol for courses totalling a maximum of 90 credits in each session.

A candidate may include in the curriculum any course not prescribed as part of the Degree curriculum the candidate is following, subject in each case to the approval of the Adviser of Studies and subject also to the approval of, and to any conditions prescribed by, the other Faculty and Department concerned.

2.5 Minimum requirements for the award of credit

The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the Department concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.

2.6 Assessment

Regulations for assessment are governed by the Code of Assessment which is contained in the Fees and General Information section of the *University Calendar*

2.7 Re-assessment in a Course

Candidates shall normally be required to sit any end-of-course² examination for a course at Level 1, Level 2 or Level 3 at the first available diet after completion of the course. A candidate who does not attend that examination at the first diet, without good cause, shall for the purposes of these regulations have the same entitlement as a student who attends the examination and is awarded a zero mark.

² The term 'course' refers to a unit of study on a particular topic with defined aims, intended learning outcomes, assessment scheme and credit value. Previously this was referred to as 'module'.

A candidate who is awarded a Grade A, B, C or D after the first diet of the end-of-course examination for a course at Level 1, Level 2 or Level 3 will not normally be allowed to resit the examination. Any other candidate entitled to sit the end-of-course examination shall be entitled to resit the examination, both at the next available diet if any in the same session and at all available diets in the subsequent session provided that he or she does not embark upon a course for which the course in which he or she wishes to resit the examination is a prerequisite. The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

2.8 Re-admission

Subject to compliance with progress requirements a candidate who has previously completed a course with a grade of E or below, or who has not completed the course, may be readmitted to attend the course. A candidate who has previously completed a course with a Grade E or below may alternatively, be permitted during the following session only to sit the examinations in the course (normally during a period of suspension from full-time study) without re-attendance at classes therein.

2.9 Departmental Instructions

Candidates shall be required to comply with such departmental instructions as are prescribed by the Head(s) of Department(s) concerned. Such instructions may require candidates: to attend specified lectures, tutorials, laboratory or practical sessions, field trips, examinations, and other meetings: to provide themselves with books, equipment, and other materials as are necessary for the course concerned: to submit items of work, including essays, reports, and dissertations, by such dates as may be instructed. All such instructions shall be communicated to the candidates in writing or electronically at the start of the course concerned. Reasonable notice of any alteration to such instructions shall be given. Under the provisions of the Regulations), a candidate who fails to comply with departmental instructions may be deemed not to have met the requirement for the award of credits.

3. Progress of Students

3.1 General Progress Requirements for all Levels of Award

3.1.1 Honours Degrees of Bachelor of Technological Education & Bachelor of Technology Studies

a) General Requirements

Candidates for the Degrees of Bachelor of Technological Education with Honours and of Bachelor of Technology Studies with Honours must complete courses totalling at least 480 credits as prescribed under the Regulations for Courses. The single subject or subject combinations in which the Degrees may be awarded and the prescribed programme of courses for the Degrees in these subjects or subject combinations shall be stated in the Regulations for the Courses.

Candidates for the Degree of Bachelor of Technological Education with Honours must complete the prescribed programme of courses for the Degree as shall be stated in the Regulations for the Course.

b) Progression in an Honours Curriculum

In each of years 1 and 2 the requirements for progression are achievement of a grade point average of at least 10 together with minimum grade of E in every subject. For admission into the Honours curriculum a good enough level of performance in the Degree examinations has to be achieved — see Regulations for individual degrees. Any student who does not meet this standard of performance may apply to the department and if the department judges that the student's previous performance offers a reasonable prospect of the student reaching the standard required in the Honours curriculum, then the student will be permitted to continue in the Honours curriculum. A student may appeal to the Faculty Appeals Committee against refusal of continuation in an Honours Curriculum or in the case Joint Degrees with another Faculty a Joint Appeals Committee.

c) Award of Honours

The Board of Examiners will award a class of Honours based on a weighted average of marks normally comprising those for the courses of Years 3 and 4 of the Degree of Bachelor of Technological Education and of the Degree of Bachelor of Technology Studies. A higher weighting may be given to the final year. The weighting for each Degree curriculum will be published in the appropriate Course Handbook. In making the award, the Board of Examiners may also have regard to the candidate's performance throughout the curriculum. The examination marks used in calculating the weighted average will normally be those achieved at the first available diet of examinations. In the case of Joint Honours the Joint Board of Examiners shall be entitled to set a minimum standard in either of the combined subjects to qualify the candidate for a particular class of Honours.

In assessing the merit of a candidate for the Degree with Honours the Board of Examiners may have regard to the candidate's performance not only in the Honours examination but also in all the other subjects of the curriculum.

Award of a First Class Honours for the Bachelor of Technological Education is dependent upon a candidate receiving an overall grade A for School Experience.

d) Merit in Teaching

A candidate who has received an overall grade A for School Experience should be awarded a Bachelor of Technological Education Degree with Honours with Merit in Teaching.

e) Deferment of Honours Examination

A candidate for the Degree with Honours shall normally present himself or herself for examination immediately upon completion of the prescribed courses. However, a Head of Department may, at his or her discretion and on grounds of illness or other good cause shown, permit a candidate to delay taking his or her final Honours examination for not more than one year.

3.1.2 Degree of Bachelor of Technological Education (Ordinary)

A candidate for the Degree of Bachelor of Technological Education (Ordinary) must complete courses totalling at least 400 credits as prescribed under the Regulations for the courses.

A candidate who in the opinion of the Board of Examiners has shown special merit may be awarded the Degree of Bachelor of Technological Education with Commendation.

A candidate who has received an overall Grade A for School Experience should be awarded a Bachelor of Technological Education Degree (Ordinary) with Merit in Teaching.

3.1.3 Degree of Bachelor of Technology Studies in General Technology

The Degree of Bachelor of Technology Studies in General Technology may be awarded in accordance with the following requirements:

a) General Requirements

A candidate for the Degree of Bachelor of Technology Studies in General Technology must have completed courses satisfying all of the following requirements:

- i) at least 360 credits or, if exempted from Year 1, courses totalling at least 240 credits or, if exempted from Year 1 and Year 2, courses totalling at least 120 credits
- ii) at least 240, 180 or 80 credits respectively at grade D or better
- iii) have a Grade Point Average of at least 10 or better in the best 360, 240 and 120 credits respectively of courses which may include part of the credits for a course if this is necessary to bring the total credits to exactly 360, 240 or 120 respectively
- iv) at least 120 credits above level 1
- v) at least 80 credits above level 1 at grade D or better
- vi) a Grade Point Average of 10 or better in the best 120 credits of courses above level 1 which may include part of the credits for a course if this is necessary to bring the total credits to exactly 120
- vii) have completed Technology courses which shall be designated as such in the Regulations for Courses, totalling a minimum of 180 credits.
- viii) at least 120 credits of Technology courses at grade D or better.
- ix) have a Grade Point Average of 10 or better in the best 180 credits of Technology courses which may include part of the credits for a course if this is necessary to bring the total credits to exactly 180.
- x) at least 80 credits of Technology courses at Level 2 or above.
- xi) at least 60 credits of Technology courses above Level 1 at grade D or above.

b) Award of Degree with Merit or Distinction

The Degree of Bachelor of Technology Studies in General Technology shall be awarded with merit if the candidate has a grade point average in requirements (iii), (vi) and (ix) of at least 12 or with distinction if the candidate has a grade point average of at least 14 or as otherwise determined by the Board of Examiners.

3.1.4 Diploma of Higher Education (Technology Studies)

To qualify for the Diploma of Higher Education (Technology Studies), the candidate must satisfy the following requirements:

- a) the candidates must have completed courses totalling at least 240 credits, or if exempted from year 1, at least 120 credits, including in both cases at least 60 credits above Level 1.
- b) at least 120 credits must be in courses in Technology subjects, or if exempted from year 1 60 credits in Technology subjects.
- c) the candidate must have a Grade Point Average of at least 8.5.

3.1.5 Certificate of Higher Education (Technology Studies)

To qualify for the Certificate of Higher Education (Technology Studies), the candidate must satisfy the following requirements:

- a) the candidates must have completed courses totalling at least 120 credits.
- b) at least 60 credits must be in courses in Technology subjects.
- c) the candidate must have a Grade Point Average of at least 8.5.

3.2 Administration of Progress

- a) Students' progress is reviewed annually
- b) Students who fail to satisfy the progress requirements for the Degree for which they are registered will also have their progress reviewed in terms of the progress regulations for other degrees under this Resolution; and may, in the light of this review, be transferred from one degree programme to another (e.g. Bachelor of Technological Education to Bachelor of Technology Studies in General Technology).
- c) Full-time students admitted to the first year will normally cease to be candidates for any degree in the Faculty of Education if they have not:
 - i) within one year of the date of their admission achieved at least a grade D in 50% of the credits. The following courses must be completed with grades of D or better unless otherwise stated:

For students on the Degree of Bachelor of Technological Education

Education T1

Teaching Technology T1

For students on the Degree of Bachelor of Technology Studies in Technology and a Designated Subject

Technology subjects Level 1

Designated Subject Level 1

- ii) within two years of the date of admission have completed all courses of the first year and achieved at least a grade of D for 50% of course credits. The following courses must be completed with a grade of D or better unless otherwise stated:

For students on the Degree of Bachelor of Technological Education

Education T2

Teaching Technology T2

For students on the Degree of Bachelor of Technology Studies in Technology and a Designated Subject

Technology Subjects Level 2 (see Regulations for the Course)

Designated Subject Level 2 (see Regulations for the Course)

- iii) within three years of the date of admission have completed all courses of the second year and achieved at least a grade of D in 50% of course credits and a minimum of grade E for all first, second and third year courses. The following courses must be completed with a grade of D or better unless otherwise stated:

For students on the Degree of Bachelor of Technological Education

Education T3

Teaching Technology T3

School Experience T3

- iv) in any year of full-time study after the first achieved a grade of D in 50% of course credits.

- d) Full-time students admitted directly to the second year will normally cease to be candidates for the Degrees if they have not:

- i) within one year of the date of admission achieved a grade of D in 50% of course credits. The following courses must be completed with a grade of D or better unless otherwise stated:

For students on the Degree of Bachelor of Technological Education

Education T2

Teaching Technology T2

- ii) within two years of the date of admission have completed all courses of the second year and achieved at least a grade of D in 50% of course credits and a minimum of grade E for all second and third year courses. The following courses must be completed with a grade of D or better unless otherwise stated:

For students on the Degree of Bachelor of Technological Education

Education T3

Teaching Technology T3

School Experience T3

- e) Part-time students will normally cease to be candidates for the Degrees, if in any year of study, they have not achieved a Grade Point Average of at least 6.
- f) Students who have been permitted to study part-time on an interim basis will normally cease to be candidates for the Degree of the Bachelor of Technology Studies with Honours if, in any year of study, they have not achieved a Grade Point Average of 10 in all their subjects of study in that year or in subjects equivalent to at least 50 course credits, whichever is least.
- g) Students in any year of study, whether it be full-time or part-time or of enrolment for examinations only or any combination thereof, will normally cease to be candidates if they have not passed all subjects of repeated study in that year.
- h) Nothing in the foregoing regulations shall be taken as superseding Paragraphs 1.1(i-iii) and 6(b) of the Regulations.
- i) A student may be required to attend an oral examination by the Board of Examiners if he or she has partially failed a School Experience assessment.

3.3 Appeals against Decisions relating to the Progress of Students

A student who believes that he/she has grounds for appeal should refer to the Code of Procedure for Appeals to a Faculty Appeals Committee in the *Calendar*. Students are advised to consult the Faculty Secretary before lodging an appeal.

4. Specific Structure of the Degree and Awards Associated with it

4.1 Regulations for the Course Leading to the Degree of Bachelor of Technological Education

Curriculum for the Degree of Bachelor of Technological Education is available. Students will be admitted to the Honours curriculum based on their performance at the end of second year.

Candidates who have completed the Honours curriculum, but who have failed, in the final Honours assessment, to reach the standard required for Honours, may be eligible for a pass if they have satisfied the relevant criteria.

Course of Study

Year 1

Compulsory Courses

Technology courses comprising:

Electricity and Electronics T1

Mathematics T1

Design T1

Technology Craft Workshops T1

Graphics T1

Education courses comprising:

Education T1

Teaching Technology T1

Student Progress after Year 1

Students may progress to year 2 of the curriculum if they have achieved at least a grade D in Education T1 and Teaching Technology T1 together with a grade point average of 10 and a minimum of grade E in no more than one Technology subject.

Students who achieved a Grade D in all subjects may transfer to the Degree of Bachelor of Technology Studies in Technology with a Designated subject.

Students who have achieved a grade point average of at least 10 and a minimum of grade E in all courses (except Education T1 and Teaching Technology T1) may transfer to the Bachelor of Technology Studies in General Technology Degree.

*Year 2**Compulsory Courses*

Technology courses comprising:

Mechanics T2
Intermediate Electricity and Electronics T2
Design T2
Technology Craft Workshop T2
Graphics T2

Education courses comprising:

Education T2
Teaching Technology T2

Optional course
Religious Education (Catholic)³

Student Progress after Year 2

Students will be admitted to the Honours curriculum if by the end of second year they have gained a grade point average of 12 in the subjects of the second year and a minimum of grade D in all subjects of years 1 and 2.

Students may progress to Year 3 of the Ordinary curriculum if they achieved at least a grade D in Education T2, and Teaching Technology T2, together with a grade point average of at least 10 and a minimum of grade E in all courses from years 1 and 2.

All candidates must, explicitly, have performed satisfactorily during their periods of School Experience.

Students who have achieved a grade point average of at least 10 and a minimum of grade E in all courses (except Education T2, Teaching Technology T2 and School Experience T2) may transfer to the Degree of Bachelor of Technology Studies in General Technology.

*Honours**Year 3**Compulsory Courses*

Technology courses comprising:

Understanding Energy T3
Graphics T3
Design T3
Technology and Society T3
Materials and Processes T3
Technology Craft Workshops T3

Education courses comprising:

Education T3
Teaching Technology T3
School Experience T3

Progression to year 4

Students may progress in the Honours curriculum if they have achieved at least a minimum of grade D in all courses in year 3.

*Ordinary**Year 3**Compulsory Courses*

Technology courses comprising:

Design T3
Technology Craft Workshops T3
Materials and Processes T3
Technology and Society T3

Education courses comprising:

Education T3
Teaching Technology T3
School Experience T3

³ For students wishing to have the Catholic Teacher's Certificate, and must be satisfactorily completed by the end of year 4.

Progression to year 4

Students who have achieved a grade point average of at least 10 and a minimum of grade E in all courses in years 1 and 2 but who have obtained Grades E, F or G in subjects of Year 3 may, at the discretion of the Examiners, be allowed to continue in the Ordinary Curriculum of Year 4, providing they have achieved at least a grade D for Design T3, Teaching Technology T3 and School Experience T3. They may not, normally, carry forward more than ten (10) credits of other third year courses.

*Honours**Year 4**Compulsory Courses*

Project
Education T4
School Experience T4

Special Courses - 20 credits chosen from:

Sustainable Resources and the Environment T4
Electronic Materials and Devices T4
Technology in Primary Schools T4
Mentoring T4
Engineering design T4
Technology and Engineering Education Research T4

Note: this list of courses may vary from year to year.

*Ordinary**Compulsory Courses*

Project
Graphics T3
Understanding Energy T3
Education T4
School Experience T4

4.2 Regulations for the Course Leading to the Degree of Bachelor of Technology Studies in Technology and a Designated Subject (such as Management or Economics)

Curricula for Honours Degree of Bachelor of Technology Studies in Technology and a Designated Subject are available. Students will be admitted to the Honours curriculum based on their performance at the end of second year.

Candidates who have completed the Honours curriculum, but who have failed, in the final Honours assessment, to reach the standard required for Honours may be eligible for a pass Degree if they have satisfied the relevant criteria.

Course of Study

The Degree has a mixed curriculum comprising of compulsory and optional subjects which may be followed according to the regulations below.

Year 1

Level 1 courses must be taken to a total of at least 120 credits

Compulsory Courses

Technology Courses comprising:

Electricity and Electronics T1
Mathematics T1
Design T1
Graphics T1

Designated Subjects comprising (for example):

Management 1A
Management 1B

Or

Economics 1

Student Progress after Year 1

Students may progress to year 2 of the curriculum if they have achieved at least a grade point average of 10 and a minimum of grade E in no more than one technology subject.

Students may transfer to the Degree of Bachelor of Technology Studies with a Designated subject, if they have achieved at least a grade D in all the subjects of year 1.

Students who have achieved a grade point average of at least 10 and a minimum of grade E in all courses may transfer to the Degree of Bachelor of Technology Studies in General Technology.

Year 2

Level 2 courses totalling at least 60 credits must be taken.

Compulsory Courses

Technology Courses comprising:

Intermediate Electricity and Electronics T2
Mechanics T2
Design T2
Graphics T2

Designated Subjects comprising (for example):

Management 2A
Management 2B
Management 2C
Management 2D

Or

Economics 2

Other courses

Students may take any course for which they are eligible up to a value of at least 20 credits as agreed with the Adviser of Studies.

Student Progress after Year 2

Students may be admitted to the Honours curriculum if they have achieved a grade point average of 12 and at least a grade D in all the Technology courses of year 2 and satisfied the Honours requirements for the department offering the Designated subject.

Students who fail to meet the requirements for Honours may be eligible to transfer to the Degree of Bachelor of Technology Studies in General Technology.

Years 3 & 4

Students will be required to study at least 120 credits in each year.

Technology courses selected from the following:

Understanding Energy
Technology and Society
Sustainable Resources and the Environment (year 4 only)
Electronic Materials and Devices
Design
Mentoring
Engineering Design
Materials and Processes
Technology and Engineering Education Research
Technology Project (year 4 only)

The above list may vary. A choice of the above courses may be made totalling 60 credits in each year, with the proviso that the Technology Project should be carried out in the final year and if both energy options are chosen they should be done in sequence. Also students must choose either Design and/or the Technology Project.

For Honours options in the Designated subjects see the departments offering the subjects.

4.3 Regulations for the Course Leading to the Degree of Bachelor of Technology Studies with Honours in Technology with a Designated Subject (such as Management or Economics)

Curricula for the Degree of Bachelor of Technology Studies with Honours in Technology with a Designated Subject are available. Candidates who have completed the Honours curriculum, but who have failed, in the final Honours assessment, to reach the standard required for Honours may be eligible for a pass Degree if they have satisfied the relevant criteria. Students would not normally enter this course of study until the second year.

Course of Study

The Degree course has a flexible curriculum comprising of compulsory and optional courses which may be followed according to the regulations below.

Year 2

Level 2 courses to the value of at least 60 credits must be taken.

Compulsory Courses

Technology Courses comprising:

Intermediate Electricity and Electronics T2
 Mechanics T2
 Design T2
 Graphics T2

Designated Subject, such as

Management 1A
 Management 1B
or
 Economics 1

Optional Courses

Students may take any course for which they are eligible up to a value of at least 20 credits.

Student Progress after Year 2

Students will be admitted to the Honours curriculum if by the end of second year they have gained a grade point average of 12 in the Technology subjects of the second year and a minimum of grade D in all subjects of years 1 and 2.

Students who fail to meet the requirements for Honours may be eligible to transfer to the Degree of Bachelor of Technology Studies in General Technology.

*Year 3**Compulsory Courses (Designated Subject)*

Management 2A
 Management 2B
 Management 2C
 Management 2D

or

Economics 2

and

Courses to the value of 80 credits from the following list of Technology courses.

Understanding Energy
 Technology and Society
 Sustainable Resources and the Environment (year 4 only)
 Electronic Materials and Devices
 Design
 Mentoring
 Engineering Design
 Materials and Processes
 Technology and Engineering Education Research
 Technology Project (compulsory in year 4)

The above list may vary from year to year. 'Understanding Energy' is a prerequisite for 'Sustainable Resources and the Environment' so if both subjects are to be taken one must be done in year 3 and the other in year 4. Otherwise 'Understanding Energy' may be taken in year 4.

Student Progress after Year 3

Students may progress to the final year of the Honours curriculum if they have achieved at least a grade D in all their Technology courses and satisfied the Honours requirements for the department offering the Designated subject.

Students who fail to achieve these progress requirements may graduate with a Degree of Bachelor of Technology Studies in General Technology if they have satisfied Regulation 3.1.3.

Year 4

Students will choose courses to the value of 60 credits from the list of Technology courses above.

Students will choose 60 credits of Honours options in the Designated subject. For Honours options in the Designated subject see the departments offering the subject.

4.4 Regulations for the Course Leading to the Degree of Bachelor of Technology Studies in General Technology

Curricula for the General Degree of Bachelor of Technology Studies is available. Students would not normally enter this course of study until the second year.

Course of Study

The Degree course has a flexible curriculum comprising of compulsory and optional courses which may be followed according to the regulations below.

Year 2

At least 120 credits must be taken for the year.

Compulsory Courses

Technology Courses comprising:

Intermediate Electricity and Electronics T2
Mechanics T2
Design T2
Graphics T2

Optional Courses

Technology Courses comprising:

Technology Craft Workshop T2

Educational Courses comprising:

Education T2
Teaching Technology T2
Or

Other Courses

Students may take any courses for which they are eligible to a value of at least 60 credits as agreed with the Adviser of Studies.

Student Progress after Year 2

Students may progress to year 3 if they have achieved a grade point average of at least 10 and a minimum of grade E in all courses.

Students who have achieved at least a grade D in Education T2, and Teaching Technology T2 may be eligible for transfer to the B Tech Ed.

Year 3

Students will choose at least 60 credits of Technology courses from the list below and 60 credits of other courses as agreed with the Adviser of Studies.

Technology Courses

Understanding Energy
Technology and Society
Electronic Materials and Devices
Materials and Processes
Design
Engineering Design

V DEGREE OF MASTER OF ARTS IN RELIGIOUS AND PHILOSOPHICAL EDUCATION WITH SECONDARY TEACHING QUALIFICATION

The Degree of Master of Arts in Religious and Philosophical Education with Secondary Teaching Qualification is governed by Resolution No. 531 of the University Court which came into effect on 1 October 2004 with provision that:

1. The Degree of Master of Arts in Religious and Philosophical Education with Secondary Teaching Qualification may be awarded by the University of Glasgow in the Faculty of Education as a Degree in such designations as may be prescribed by Regulations.
2. The Senate may make Regulations governing the award of the Degree which are subject to the approval of the University Court. These shall be stated under 'Regulations' below.
3. The Degree may be awarded as an Honours Degree or an Ordinary Degree. The early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.

REGULATIONS

1. Duration of Degree Study

1.1 Study in the University of Glasgow

Every candidate for the Degree must attend, during no fewer than four academic years of full-time study, courses of instruction at the University of Glasgow and related professional experience.

1.2 Recognition of Study in other Faculties, Universities and Institutions of Tertiary Education

The Senate may on the recommendation of the Faculty, recognise attendance given and examinations passed in another institution; provided that every candidate whose attendance or examinations are thus recognised shall attend qualifying courses for at least two academic years in the University of Glasgow and shall pass the examinations and assessments appropriate to the Degree.

2. General Structure and Assessment of Degree

2.1 Courses

The programme is composed of credit-bearing courses taught in the Faculties of Education and Arts by the Departments of Religious Education, Educational Studies, Theology and Religious Studies and Philosophy and school and NGO / industrial placements.

Year 1

Prescribed courses

The following courses will be offered by the Department of Religious Education

Title	Level	Credit
Religious Education in Contemporary Society	1	20
Teaching World Religions	1	20
Preparation for Teaching	1	10
School Experience	1	10

The following courses will be offered by the Department of Theology and Religious Studies

Biblical Studies 1A	1	20
World Religions 1A	1	20

The following courses will be offered by the Department of Educational Studies

Education 1	1	10
-------------	---	----

Students are required to take a Level 1 Philosophy course before the end of Year 2 – the course is available as an optional component of Year 1. Taking Level 1 Philosophy in Year 1 allows students to take Level 2 Philosophy courses as options in Year 2.

Year 2

Prescribed courses

The following course will be offered by the Department of Religious Education

Morality and Belief in the 21 st Century	2	30
Industrial placement	2	5
Preparation for Teaching	2	10
School Experience	2	20

The following courses will be offered by the Department of Educational Studies

Education 2	2	10
-------------	---	----

Optional courses: one selected from each of the following Departments :

The following courses will be offered by the Department of Theology and Religious Studies:

History of Christianity	1	20
Theology since the Enlightenment	2	20

The following course will be offered by the Department of Philosophy

Philosophy 1K Knowledge and the World		20
---------------------------------------	--	----

or

Philosophy 2M Morality, Politics and Authenticity	20
---	----

Year 3

Prescribed Courses

The following course will be offered by the Department of Religious Education

Philosophy and Theology in Education	3	30
Preparation for Teaching	3	10
School Experience	3	30

The following courses will be offered by the Department of Educational Studies

Education 3	3	10
-------------	---	----

The following course will be offered by the Department of Philosophy

Philosophy of Religion (RE)	3	15
-----------------------------	---	----

Optional Courses: one selected from the following

The following courses will be offered by the Department of Theology and Religious Studies:

Biblical Studies 1B	1	20
Christian Theology	1	20
World Religions 1B (Eastern Religions)	1	20
Religious Studies 2	2	20
Worship, Ritual and Belief	2	20

Year 4

Prescribed Courses

The following course will be offered by the Department of Religious Education

Christian Ethics in a Secular Society	4	30
Research in Religious Education	4	15
Dissertation	4	40
Preparation for Teaching	4	10
School Experience	4	40

The following courses will be offered by the Department of Educational Studies

Education 4	4	10
-------------	---	----

2.2 Pre-requisites and Co-requisites

Courses may have pre-requisite or co-requisite course or courses. To be admitted to the course:

- the candidate must have completed each prerequisite course, normally at grade D or above. If the course follows a prerequisite course in the same session, however, it shall be sufficient for the candidate to have attended the pre-requisite course.
- the candidate must either have attended, or be currently attending, each co-requisite course.

2.3 Approval of Curricula

Where there are options, the curriculum of each candidate must be approved at the start of each session by the candidate's Adviser of Studies. Once approved, the curriculum may not be altered except by an Adviser of Studies.

2.4 Minimum requirements for the award of credit

The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the Department concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.

2.5 Assessment

Regulations for assessment are governed by the Code of Assessment which is contained in the Fees and General Information section of the *University Calendar*.

2.6 Re-assessment in a Course

In years 1 to 3 candidates who do not satisfy the Examiners at the first attempt will normally be permitted one further attempt in those failed elements at the next available opportunity. The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

Students who do not achieve a satisfactory standard in practical teaching at one stage in the year will be required to undertake a further placement experience at the stage in which they failed, or at a stage to be determined by the Board of Examiners.

3. Progress of Students

3.1 General Progress Requirements

Normally, in order to proceed to the subsequent year of the programme a candidate must have:

- a) attended classes regularly (minimum requirement of 80% attendance in each course) and completed all of the work of the programme in the preceding year to the satisfaction of the Head(s) of Department;
- b) satisfied the examiners in School Experience in the previous year;
- c) satisfied the examiners in, at least, all but one of the other courses of the preceding year, and have satisfied the examiners in all courses of earlier years;
- d) satisfied the examiners in all assessments carried over from the previous year by the third attempt;
- e) Exceptionally, a student may be required to discontinue a school placement or be prevented from starting any further placement if, on the balance of evidence, it is considered that continuing with the placement would be detrimental to pupils in the school.

3.2 Administration of Progression

A candidate who does not meet the requirements of 3.1(a) - (d) or to whom 3.1(e) applies will be referred to the Progress Committee. The candidate will have the opportunity to present evidence to the Committee on factors which have affected his/her performance. The Progress Committee may decide that the student will be permitted to have a further final opportunity for assessment, to repeat the relevant year of the course on one occasion only, or to make good failure in the subsequent session without attendance at classes, or suspend his/her studies on compassionate grounds, or will be excluded from further study.

3.3 Appeals against Decisions relating to the Progress of Students

A student who believes that he/she has grounds for appeal should refer to the Code of Procedure for Appeals to a Faculty Appeals Committee in the *Calendar*. Students are advised to consult the Faculty Secretary before lodging an appeal.

4. Structure of the Degree and Awards Associated with it

In assessing the merit of a candidate the Board of Examiners will have regard to the candidate's performance in the following components:

School Experience

Professional / Teaching Studies

Theological / Religious Studies

Philosophical Studies

Dissertation

Curricula for the Honours and Ordinary Degrees of Master of Arts in Religious and Philosophical Education with Teaching Qualification are available from the Faculty Office. Candidates must have gained 240 Academic and Professional credits prior to the commencement of their studies in Year 3 in order to be considered for Honours.

4.1 Certificate of Basic IT Competence

All students must normally obtain the University's Certificate of Basic IT Competence before the end of their first year of study by completing the course of study offered by the IT Education Unit or by gaining exemption from the ITEU course through one of the routes indicated in Section (XXV) of the Fees and General Information section of the University Calendar. Attainment or non-attainment of the Certificate of Basic IT Competence will be indicated in the student transcript.

4.2 Minimum requirements for the award of the Degree of MA (Religious and Philosophical Education) with Secondary Teaching Qualification

- a) A candidate who fulfils the following conditions will be awarded an Honours Degree:
 - i) gains 240 Academic and Professional credit points and satisfactorily complete School Experience requirements by the end of Year 2;

- ii) obtains a minimum of grade D in each assessment requirement for the Academic and Professional courses taken in Years 3 and 4;
- iii) obtains a minimum of grade D in the assessment of a 15,000 word dissertation in Year 4.
- b) Those candidates who do not fulfil any or all of the above conditions will be eligible for the award of an Ordinary Degree provided that they:
 - i) satisfy the minimum requirements for progress as set out in 3 above;
 - ii) obtain a minimum of grade D in all elements of assessment;
 - iii) obtain a minimum of grade D in an 8,000 word dissertation in Year 4.

4.3 Early Exit Awards

a) Certificate of Higher Education (Religious and Philosophical Education)

- i) A candidate who has obtained a minimum of 120 credits at grade D or better from courses in the MA curriculum will be eligible to receive the Certificate of Higher Education. Candidates who receive a Diploma or Degree will not receive a Certificate.
- ii) The Certificate of Higher Education may be awarded with Merit or Distinction.

b) Diploma of Higher Education (Religious and Philosophical Education)

- i) A candidate who has obtained a minimum of 240 credits at grade D or better from courses in the MA curriculum will be eligible to receive the Diploma of Higher Education. Candidates who receive a Degree will not receive a Diploma.
- ii) The Diploma of Higher Education may be awarded with Merit or Distinction.

4.4 Award of Certificates for Graduates Studying at Undergraduate Level

A graduate of this University or of another University or institution of tertiary education recognised for this purpose by the Senate, may be permitted by a Department in consultation with the Secretary of the Faculty to enrol in a course, complete the assessment elements of the course and receive certification of the outcome of the assessment.

VI PROFESSIONAL GRADUATE DIPLOMA IN EDUCATION (PGDE)

PGDE (PRIMARY) OR (SECONDARY)

1. The Professional Graduate Diploma in Education may be awarded by the University of Glasgow in the areas of (a) Primary Education or (b) Secondary Education.
2. Candidates for entry to the course leading to the PGDE must possess a degree from a United Kingdom University, or an overseas institution recognised for this purpose by the University of Glasgow, together with a pass at the Higher Grade in SCE English, or equivalent. Additionally, candidates for the PGDE in Primary Education should possess a Credit level at the Standard Grade in SCE Mathematics, or equivalent, and candidates for the PGDE in Secondary Education should possess three Teaching Subject Qualifying Courses in a subject from the normal entry requirements for any course leading to a teaching qualification (as specified from time to time in the SEED Memorandum on Entry Requirements to Courses of Teacher Training in Scotland).
3. The minimum full-time period of study and placement shall be one academic year of 36 weeks' duration.
4. The principal components of the PGDE (Primary & Secondary) course are:
 - i) Professional Studies
 - ii) Curricular Studies
 - iii) School Experience

Candidates for the PGDE shall spend not less than eighteen weeks in school experience.

Candidates seeking the Catholic Teacher's Certificate are required to complete a component in Religious Education (non-specialist).

Secondary Teaching Qualification subjects available are:

- Art & Design
- Biology with Science
- Business Education
- Chemistry with Science
- Computing
- Economics
- English

Geography
 History
 Mathematics
 Modern Studies
 Modern Languages, French, German, Italian, Spanish
 Physics with Science
 Religious Education

5. Assessments

In order to obtain a pass in a component of the course a student must complete all prescribed assessments to the satisfaction of the Board of Examiners. Normally, one opportunity for retrieval or resubmission for each assessed element is allowed.

5.1 Assessment of the PGDE Primary Course

The assessments will consist of:

- Two items submitted within the Professional Studies Portfolio
- An 'action-research' task within the Language component
- A school and faculty based assignment within the Mathematics component
- A school and faculty based assignment within the Expressive Arts component
- A school and faculty based assignment within the Environmental Component
- 2 assignments school and faculty based within the Religious Education component.

Assessment of School Experience

- Assessment of the student in school is a joint responsibility between the school and the Faculty.
- There will be aggregation of school and tutor reports to form a holistic judgement of a student's ability and capability in teaching. This aggregation will not be mechanistic in nature but will be informed by the professional judgement of tutors in the light of the evidence available to them.
- Where a student fails to reach the benchmark standard, either in the view of the school staff or Faculty tutors, the student is deemed to have failed in teaching. Students must satisfy in all the benchmarks.

5.2 Assessment of the PGDE Secondary Course

The professional portfolio will be the main vehicle for the assessment of the course and components will be derived from it. It will be used to link personal professional development with evidence of growing classroom competence. The portfolio is maintained by the student and is her/his personal responsibility. It will consist of:

- Two assignments from Professional Studies, one prospective in nature and the other reflective
- A Professional Studies assignment which relates specifically to the use of Information and Communication Technology
- Two assignments from Curricular Studies, one prospective in nature and the other reflective / summative in nature
- School Experience Portfolios
- Two assignments from Religious Education for students who take the Generalist course

Assessment of School Experience

- Assessment of the student in school is a joint responsibility between the school and the Faculty.
- There will be aggregation of school and tutor reports to form a holistic judgement of a student's ability and capability in teaching. This aggregation will not be mechanistic in nature but will be informed by the professional judgement of tutors in the light of the evidence available to them.
- Where a student fails to reach the benchmark standard, either in the view of the school staff or Faculty tutors, the student is deemed to have failed in teaching. Students must satisfy in all the benchmarks.

6. Progress Requirements

A candidate who has not satisfied in any component after two attempts will be referred to the Progress Committee.

Exceptionally, a candidate may be required to discontinue a school placement or be prevented from starting any further placement if, on the balance of evidence, it is considered that continuing with the placement would be detrimental to pupils in the school. In these circumstances, the candidate will be referred to the Progress Committee.

The candidate will have the opportunity to present evidence to the Committee on factors which have affected his/her performance. The Progress Committee may decide that the candidate will be permitted to repeat the relevant component of the course on one occasion only, or make good failure in the subsequent session without attendance at classes, or suspend his/her studies on compassionate grounds, or will be excluded from further study.

7. Appeals

A student who believes that he/she has grounds for appeal should refer to the Code of Procedure for Appeals to a Faculty Appeals Committee in the "University Fees and General Information for Students" section of the *University Calendar*. Students are advised to consult the Faculty Secretary before lodging an appeal.

8. Requirements for Award of PGDE

In order to qualify for the award of PGDE a candidate must satisfy the examiners in all assessed elements of the programme. Subject to the requirements of the General Teaching Council for Scotland, the Faculty shall also award to candidates who satisfy the requirements of the programme, a teaching qualification in the area of Primary Education or in a stated subject or subjects in Secondary Education.

9. At the discretion of the Board of Examiners, and in accordance with the University Code of Assessment the PGDE may be awarded with merit or distinction.

10. Departmental Instructions

Students shall be required to comply with such departmental instructions as are prescribed by the Heads of Department in charge of the component concerned. Such instructions may require students to attend specified lectures, tutorials, laboratory or practical sessions, field courses, examinations and other events; to provide themselves with such books, equipment and other materials as are necessary for the course; to submit items of work, including essays, dissertations and project reports, by such dates as may be instructed. All such instructions will be given to students in writing at the beginning of the component concerned. Reasonable notice of any alteration to them will also be given. A student who fails to comply with departmental instructions may be refused enrolment in and admission to examinations in the subject.

PGDE (SECONDARY) FLEXIBLE DELIVERY

1. The Professional Graduate Diploma in Education may be awarded by the University of Glasgow in the area of Secondary Education.
2. Candidates for entry to the course leading to the PGDE (Flexible Delivery) must possess a degree from a United Kingdom University, or an overseas institution recognised for this purpose by the University of Glasgow, together with a pass at the Higher Grade in SCE English, or equivalent. Candidates for the PGDE in Secondary Education should possess three Teaching Subject Qualifying Courses in a subject from the normal entry requirements for any course leading to a teaching qualification (as specified from time to time in the SEED Memorandum on Entry Requirements to Courses of Teacher Training in Scotland).
3. The normal period of study and placement shall be the equivalent of one academic year of 36 weeks' duration. All patterns of attendance shall result in attendance or participation which conforms to the regulations specified by the General Teaching Council for Scotland and the Scottish Executive Education Department for the completion of postgraduate courses of initial teacher education.
4. The principal components of the PGDE (Primary & Secondary) course are:
 - i) School and Professional Studies
 - ii) Subject Studies in one or more specified subjects
 - iii) School Experience Placement

Candidates for the PGDE Secondary Flexible Delivery shall spend not less than the equivalent of eighteen weeks or ninety days in school experience. At least one period of consecutive (block) participation in a school experience placement shall be satisfactorily completed. The period of consecutive participation shall be at least three consecutive weeks.

Candidates seeking the Catholic Teacher's Certificate are required to complete the Certificate in Religious Education by Distance Learning (CREDL).

Secondary Teaching Qualification subjects available in the first instance are:

- Chemistry with Science
- English
- Mathematics
- Modern Languages, French
- Physics with Science
- Biology with Science

Business Education

5. Assessments

In order to obtain a pass in a component of the course a student must complete all prescribed assessments to the satisfaction of the Board of Examiners. Normally, one opportunity for retrieval or resubmission for each assessed element is allowed.

5.1 Assessment of the PGDE Secondary Flexible Delivery Course

The professional portfolio will be the main vehicle for the assessment of the course and components will be derived from it. It will be used to link personal professional development with evidence of growing classroom competence. The portfolio is maintained by the student and is her/his personal responsibility. It will consist of:

- A School and Professional Studies assignment which will be a workbook linking practical and theoretical elements of the course. This will be completed during the FIRST school experience placement
- Two assignments from School and Professional Studies, one a reflective portfolio and the other an academic essay
- Two assignments from Curricular Studies, one prospective in nature and the other reflective / summative in nature
- School Experience Portfolios

All assessments shall be carried out in accordance with the University's Code of Assessment.

Assessment of School Experience

- Assessment of the student in school is a joint responsibility between the school and the Faculty.
- There will be aggregation of school and tutor reports to form a holistic judgement of a student's ability and capability in teaching. This aggregation will not be mechanistic in nature but will be informed by the professional judgement of tutors in the light of the evidence available to them. The aggregation process will necessarily include a judgement by Faculty staff.
- Where a student fails to reach the benchmark standard specified by the General Teaching Council for Scotland, either in the view of the school staff or Faculty tutors, the student is deemed to have failed in teaching. Students must satisfy in all the benchmarks. A judgement of failure must be ratified by a member of the Faculty's permanent staff.

All assessments of school experience shall be carried out in accordance with the University's Code of Assessment and the requirements of the General Teaching Council for Scotland.

6. Progress Requirements

A candidate who has not satisfied in any element of the course after two attempts will be referred to the Faculty Progress Committee.

Exceptionally, a candidate may be required to discontinue a school placement or be prevented from starting any further placement if, on the balance of evidence, it is considered that continuing with the placement would be detrimental to pupils in the school. In these circumstances, the candidate will be referred to the Progress Committee.

The candidate will have the opportunity to present evidence to the Committee on factors which have affected his/her performance. The Progress Committee may decide that the candidate will be permitted to repeat the relevant component of the course on one occasion only, or make good failure in the subsequent session without attendance at classes, or suspend his/her studies on compassionate grounds, or will be excluded from further study.

7. Appeals

A student who believes that he/she has grounds for appeal should refer to the Code of Procedure for Appeals to a Faculty Appeals Committee in the "University Fees and General Information for Students" section of the University Calendar. Students are advised to consult the Faculty Secretary before lodging an appeal.

8. Requirements for Award of PGDE Secondary Flexible Delivery

In order to qualify for the award of PGDE Secondary Flexible Delivery, a candidate must satisfy the examiners in all assessed elements of the programme. Subject to the requirements of the General Teaching Council for Scotland, the Faculty shall also award to candidates who satisfy the requirements of the programme, a teaching qualification in a stated subject or subjects in Secondary Education.

9. At the discretion of the Board of Examiners, and in accordance with the University Code of Assessment the PGDE may be awarded with merit or distinction.

10. Departmental Instructions

Students shall be required to comply with such departmental instructions as are prescribed by the Heads of Department in charge of the component concerned. Such instructions may require students to attend specified lectures, tutorials, laboratory or practical sessions, field courses, examinations and other events; to provide themselves with such books, equipment and other materials as are necessary for the course; to submit items of work, including essays, dissertations and project reports, by such dates as may be instructed. All such instructions will be given to students in writing at the beginning of the component concerned. Reasonable notice of any alteration to them will also be given. A student who fails to comply with departmental instructions may be refused enrolment in and admission to examinations in the subject.

11. Requirements for course elements taught and learned by distance education

Where elements of the course are taught and learned by distance education techniques, including the use of the University's Virtual Learning Environment, it shall be the responsibility of the student to ensure that she/he is provided with, or able to secure the use of, the relevant equipment which is required for the successful completion of these elements. Where complex techniques such as video conferencing in the University's facilities are indicated, it shall be the responsibility of the student to attend at a suitable location in order to participate in activities requiring these facilities.

No student shall take part in course-related distance learning activities which are not approved by the University.

VII CATHOLIC TEACHER'S CERTIFICATE

Students on the following Degree and Certificate programmes may qualify for either the Catholic Teacher's Certificate or the Award in Religious Understanding through participation in designated Religious Education (RE) courses and School Experience. The Catholic Teacher's Certificate and Award in Religious Understanding are not separately assessed.

<i>Programme</i>	<i>Qualifying course</i>
BEd	co-extensive with RE component of BEd programme
PGDE (Primary)	co-extensive with RE component of PGDE programme
PGDE (Secondary) in RE	co-extensive with RE component of PGDE programme
PGDE (Secondary Generalist)	additional course 4 hrs/wk plus school visits
BTechEd	additional course in 2 of the 4 years of the course
BEdMus	additional course in 2 of the 4 years of the course
BTheol	co-extensive with RE component of BTheol programme
MA in RelPhilEd	co-extensive with RE component of MA programme
Certificate in RE by distance learning (CREDL)	course designed for and leading to Catholic Teacher's Certificate or Award in Religious Understanding
Additional Teaching Qualification in RE	co-extensive with ATQRE programme

VIII CERTIFICATE IN RELIGIOUS EDUCATION BY DISTANCE LEARNING

NEW REGULATIONS FROM SESSION 2006/2007

The Certificate in Religious Education by Distance Learning is a programme which leads to qualification for the Catholic Teacher's Certificate. Course participants must have or be studying for a teaching qualification.

Candidates for the Certificate complete the courses of the programme through online learning mode. Each course has a credit value of 15 and is assessed by written portfolio assignment.

The compulsory courses are:

Course 1 **Theological Education and Personal Development**

Comprising units in

Introduction; Scripture; Theology; Faith; the Church; Sacraments; Mortality; Tradition

Course 2 **Pedagogy and Development in Religious Education**

Comprising Units in

Introduction; Curriculum Development; Learning and Teaching; Imagination; cognition; Formation; Change and Belonging.

REGULATIONS FOR STUDENTS ON COURSE BEFORE SESSION 2006/2007

(Old Regulations)

The Certificate in Religious Education by Distance Learning is a programme which leads to qualification for the Catholic Teacher's Certificate. Course participants must have or be studying for a teaching qualification.

Candidates for the Certificate complete the courses of the programme through distance mode. Each course has a credit value of 6 and is assessed by written assignment.

The compulsory courses are:

Core Theology

Old Testament, New Testament, God and Jesus, God and Spirit, God and Trinity Reflected in Grace, Church Models, Church and Others, Symbols and Faith 1, Symbols and Faith 2;

Core Pedagogy (either Primary or Secondary)

Primary:

Curriculum Development
Story and Religious Development
Personal and Moral Development

Secondary:

Curriculum Development
Story and Religious Development
Religious Development of Adolescents

Options

In addition students take two courses from the following options:

Christianity in Scotland, Spirituality and Living, Explorations into Hinduism, The Apostle Paul.

IX DEPARTMENT OF ADULT AND CONTINUING EDUCATION

This part of the *Calendar* contains information on courses at undergraduate level available in the Department of Adult and Continuing Education.

CERTIFICATE OF HIGHER EDUCATION (CONTINUING EDUCATION)

The Department of Adult and Continuing Education, within the Faculty of Education, provides opportunities to follow courses in a wide range of subjects offered in Arts, Science and Social Sciences, leading to the award of the Certificate in Higher Education (Continuing Education). The Certificate will carry an additional designation related to a specified field of study in which appropriate courses have been taken, in accordance with a number of schemes as set out in section X below.

CERTIFICATE IN COMMUNITY LEARNING AND DEVELOPMENT

The Certificate in Community Learning and Development is offered by the Department of Adult and Continuing Education. Candidates will normally be in paid employment in a job closely related to community work. Candidates who are not in paid employment will be required to complete a placement to provide practice experience. The duration of the course is one academic year of day release study.

BACHELOR OF ARTS IN COMMUNITY DEVELOPMENT

The BA in Community Development is offered by the Department of Adult and Continuing Education. Candidates will normally be in paid employment in a job closely related to community work. Candidates who are not in paid employment will be required to complete a placement to provide practical experience. The duration of the programme is no fewer than three academic years.

X CERTIFICATE OF HIGHER EDUCATION (CONTINUING EDUCATION)

REGULATIONS

1. General

- a) With the authority of Senate, a Certificate of Higher Education (Continuing Education) may be conferred by the University of Glasgow.
- b) Supervision of the arrangements for the Certificate of Higher Education (Continuing Education) will be by the Undergraduate Committee of the Faculty of Education.

- c) The level and standard of the Certificate of Higher Education (Continuing Education) shall be comparable with the level and standard of the Certificates of Higher Education awarded in the Faculties of Arts, Divinity, Engineering, Science and Social Sciences.
- d) Candidates who have qualified for the award of the Certificate of Higher Education (Continuing Education) may apply to the Faculties of Arts, Divinity, Science and Social Sciences for admission and, if admitted, may have some or all of their credits recognised towards a higher level award.

2. Minimum Requirement for the Award of Credits

2.1 Departmental Instructions

Students shall be required to comply with such departmental instructions as are prescribed by the Head(s) of Department(s) in charge of the course concerned. Such instructions may require students: to attend specified lectures, tutorials, laboratory or practical sessions, field courses, examinations and other events; to provide themselves with such books, equipment and other materials as are necessary for the course; to submit items of work, including essays, dissertations and project reports, by such dates as may be instructed. All such instructions shall be given to the students in writing at the beginning of the course concerned. Reasonable notice of any alteration to them will also be given.

2.2 Minimum Requirement

The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the Department concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.

3. Minimum Requirement for the Award of a Certificate

The minimum requirements for the award of a Certificate, hereafter referred to as a minimum curriculum, are expressed in terms of 3.1 credit-bearing courses at various levels; 3.2 grade points; and 4.1 subjects relating to certificates, each set of requirements as defined hereunder:

3.1 Credit bearing Courses

- a) Approved courses, normally bearing at least 10 credits, or credits in multiples of 10, at any level, may, where appropriate, form part of a student's minimum curriculum.
- b) A candidate shall be eligible to receive the Certificate of Higher Education (Continuing Education) if he or she has completed courses, drawn from the DACE Certificate of Higher Education programme or from courses offered by other Faculties of the University, totalling at least 120 credits with a grade point average of at least 8.5. Credit derived from courses above Level 1 may be included.

3.2 Grade Points

- a) A student's assessed performance in each course (except for language courses, rated at 12 credits, where a Grade D shall be allocated to students who meet the required learning outcomes for the course) shall be graded and grade points awarded on the following basis:

Grade	A	B	C	D	E	F	G	H
	16	14	12	10	8	6	2	0

multiplied by the number of credits the course carries.

The grades shall carry descriptions as follows:

A:	Excellent
B:	Very Good
C:	Good
D:	Satisfactory
E:	Weak
F:	Poor
G:	Very Poor
H:	No Credit

- b) Where a student has enrolled for a course but has not met the minimum requirement for the course, no grade points or credits shall be awarded.
- c) The grade-point average shall be calculated by dividing the total grade points (obtained as calculated above) by the number of credits attaching to the courses in which those grade points are obtained. Where a student has accumulated more than 120 credits, the grade point average shall be based on those courses (totalling at least 120 credits) in which the student has obtained the highest grades, provided that

all other requirements for award of the Certificate are satisfied. Only grades from complete courses shall be counted.

- d) The Certificate of Higher Education (Continuing Education) shall be awarded with Merit where the grade point average over the courses being counted for the award of the Certificate is at least 12, and with Distinction where the grade point average over the courses being counted for the award of the Certificate is at least 14.

3.3 Certificate of Basic IT Competence

All students must normally obtain the University's Certificate of Basic IT Competence before the end of their first year of study by completing the course of study offered by the IT Education Unit or by gaining exemption from the ITEU course through one of the routes indicated in Section (XXV) of the Fees and General Information section of the University Calendar. Attainment or non-attainment of the Certificate of Basic IT Competence will be indicated in the student transcript.

4. Designated Certificates

4.1 Subjects Relating to Certificates

- a) The Certificate of Higher Education (Continuing Education) will carry a designation in a specified field of study where grade points are derived from courses worth at least 60 credits in at least two qualifying subjects in a specific field of study as determined by the Undergraduate Committee of the Faculty of Education. Designations shall be determined in accordance with a number of stated schemes as set out below.
- b) Certain of the core courses may be compulsory.
- c) Where a subject is required to be represented by courses worth a minimum of 40 credits, one or more of these courses may be replaced by a course or courses of equivalent credits in another subject recognised as cognate with the subject being replaced.

4.2 Designated Certificates

(NB: From time to time, appropriate subjects or courses may be added to those qualifying for each of the certificates below)

Certificate of Higher Education (Continuing Education): Ancient Studies

Qualifying subjects for this certificate are:

Classical Civilisation	Latin
Egyptology	

Certificate of Higher Education (Continuing Education): Creative and Cultural Studies

Qualifying subjects for this certificate are:

History of Art	Visual Arts
Music	

Certificate of Higher Education (Continuing Education): Environmental Science

Qualifying subjects for this certificate are:

Astronomy	Geography
Biology	Geology
Environmental Studies	

Certificate of Higher Education (Continuing Education): European Civilisation

Qualifying subjects for this certificate are:

Celtic Studies	Literature Subjects
Classical Civilisation	Music
Education	Modern Green
European Languages	Philosophy
History of Art	Spanish Certificate
History Subjects	

Certificate of Higher Education (Continuing Education): Historical Studies

Qualifying subjects for this certificate are:

Celtic Studies	History of Art
Classics	Medieval History
Economic & Social History	Modern History
Egyptology	Scottish History

The Certificate must include at least two courses in subjects offered by the School of History and Archaeology.

Certificate of Higher Education (Continuing Education): Literary Studies

Qualifying subjects for this certificate are:

Classical Civilisation	Modern Greek Language & Culture
Cultural Studies	Scottish Literature
English Literature	Spanish Certificate

Certificate of Higher Education (Continuing Education): Scottish Studies

Qualifying subjects for this certificate are:

Celtic Studies	Scottish History
Gaelic	Scottish Literature
History of Art (specified courses)	Women's Studies (specified courses)

Certificate of Higher Education (Continuing Education): Social Sciences

Qualifying subjects for this certificate are:

Economic & Social History	Politics
Economics	Psychology
Education	Sociology
Philosophy	Women's Studies

Certificate of Higher Education (Continuing Education): Visual Arts

Qualifying subjects for this certificate are:

Art Therapy	Practical Art
History of Art and Architecture	Visual Arts
Photography	

Certificate in Creative Writing

This certificate consists of a compulsory Creative Writing course and two further courses selected from three optional courses comprising 80 credits in total. The compulsory course must be completed before any of the optional courses. Remaining credit can be made up of any course or subject from the Certificate of Higher Education programme.

Compulsory subject:

Creative Writing: Fiction

Optional subjects:

Creative Writing: Poetry	Creative Writing: Writing for Children
Creative Writing: Travel Writing	

Certificate in Drug and Alcohol Practice

Qualifying subjects for this certificate are:

Assessment and Interventions	Work-Based Reflection of Drug and Alcohol Practice
Theories and Models in Drug and Alcohol Practice	

Certificate in Field Archaeology

Qualifying subjects for this certificate are:

Archaeology of Scotland 1	Post-Roman Scottish Archaeology
Field School 1	The Theory and Practice of Field Archaeology 1
Field School 2	The Theory and Practice of Field Archaeology 2

5. Approval of Qualifying Courses

- a) Subject to the approval of Senate, the Undergraduate Committee of the Faculty of Education shall identify and recognise Continuing Education courses which may contribute to the Certificate. The Committee shall also determine which of the University's courses correspond to each of the qualifying subjects for specially designated certificates.

b) Recognition of Study in Other Universities and Institutions of Tertiary Education

Students who have accumulated credit at Level 1 from courses of study taken at institutions of tertiary education approved by the Senate, may be exempted from up to 50% of the qualifying credit for the Certificate of Higher Education (Continuing Education). Such an exemption must be approved by the Faculty of Education. Credits granted as a result of such exemption shall be awarded a grade of D for successful completion of the course or courses concerned. Exceptionally a higher grade may be allocated by the

Undergraduate Studies Committee. No credit shall be awarded for courses that have already been counted towards an Award made by another institution.

6. Conditions Governing Qualifying Courses

- a) Courses, deemed by the Undergraduate Committee to be overlapping or identical, may not form part of the minimum curriculum.
- b) In any session certain courses may not be available to Certificate students or may be available only to a limited number.
- c) Normally, at least 50% of the credits should be drawn from courses offered by the Department of Adult and Continuing Education.

7. Recognised Qualifying Courses

The Department of Adult and Continuing Education, subject to the approval of Senate, will offer a range of courses in subject areas offered by the Faculty of Arts, Faculty of Science and Faculty of Social Sciences. Qualifying Courses and Courses offered by the Faculties of Arts, Divinity, Education, Science and Social Sciences may be available to suitably qualified students registered for the Certificate of Higher Education (Continuing Education) as part of a minimum qualifying curriculum for individual cases. Students wishing to enrol for such courses should contact the office of the Chief Adviser in the appropriate faculty.

For information on recognised qualifying courses see the *Undergraduate Course Catalogue* or Adult and Continuing Education Course Information Sheets.

Availability of Courses

Not all courses are available each session. It may be necessary to restrict entry to a course or to withdraw a course in the light of staff changes, or if it is under subscribed.

8. Reassessment in a Course

Candidates shall normally be required to sit any end of course examination for a course at the first available diet after completion of the course. A candidate who does not attend that examination at the first diet, without good cause, shall for the purposes of these regulations have the same entitlement as a student who attends the examination and is awarded a zero mark.

A candidate who is awarded a Grade E or less after the first diet of examinations for a course offered by the Department of Adult and Continuing Education shall be entitled to re-sit the examinations once, at the next available diet, if recommended by the Board of Examiners. The students will be informed by the Department when they should re-sit an examination. Candidates taking courses offered by other departments shall be subject to the regulations for reassessment that apply for such courses.

9. Appeals by Students

The Code of Procedure specified for Faculty Appeals Committees in the University *Calendar* will be applicable to students registered for the Certificate in Higher Education (Continuing Education). Appeals will be heard by the Faculty of Education Appeals Committee.

XI CERTIFICATE IN COMMUNITY LEARNING AND DEVELOPMENT

GENERAL REGULATIONS

- a) With the authority of Senate, a Certificate in Community Learning and Development may be conferred by the University of Glasgow.
- b) Supervision of the arrangements for the Certificate in Community Learning and Development will be by the Undergraduate Committee of the Faculty of Education.

1. Admission

Candidates will normally be in paid employment in a job closely related to community work. Candidates who are not in paid employment will be required to complete a placement to provide practice experience. Admission to the course is based on application form, statement from employing agency, and interview.

2. Duration of Study

The duration of the course is one academic year of study, consisting of a minimum of 180 hours of tuition plus tutorials. Each of the three terms comprises one day a week with a study block at the start of term one.

3. Curriculum

The course is based on a number of principles - to provide training in a flexible and responsive manner, to promote collaborative and collective working relationships; to value the experience of the individual

worker/student/consumer, to promote anti-discriminatory practice and to confront oppression; to work in accordance with equal opportunities practices. The curriculum includes principles of practice; theories of community work and introduction to social policy, community skills; knowledge for practice; specialist sessions; presentation of practice; building self-assessment and evidencing competence.

4. Assessment and Progress

The course is based on the evidencing of competence in practice. Formal assessment is through the presentation of 4 written assignments and one presentation of practice, in which each candidate should demonstrate that s/he has gained the required competences. The final assignment includes a self-evaluation of progress in learning throughout the course and a practice report, in which the candidate demonstrates the integration of course learning and work practice. The written work will be assessed by a panel appointed by the University. Written work not reaching the required standard may be resubmitted at the discretion of the panel.

XII DEGREE OF BACHELOR OF ARTS IN COMMUNITY DEVELOPMENT

REGULATIONS

1. Duration of Degree Study

1.1 *Study in the University of Glasgow*

Every candidate for the Degree must attend during no fewer than three academic years, courses of instruction and related professional experience in the Faculty of Education.

1.2 *Recognition of Study in other Faculties, Universities and Institutions of Tertiary Education*

The Faculty may recognise attendance given and examinations passed in another Faculty of the University or in another institution; provided that every candidate whose attendance or examinations are thus recognised shall attend qualifying courses for at least one academic year for the Degree in the Faculty, and shall pass the examinations appropriate to these courses. A candidate whose studies are so recognised may at the discretion of the Senate be granted exemption from instruction, or from instruction and examination, to an extent agreed in each particular case on the recommendation of the Faculty.

2. General Structure and Assessment of Degree

2.1 *The Degree shall consist of compulsory components only.*

a) The compulsory components are:

Year 1

Community Development and Social Action Models
Local and Global Contexts
Practice Methodology for Community Development and Social Action
Social Theories 1
Transformational Practice

Year 2

Lifelong Learning and Social Change
Empowerment Strategies and Practice Models
Popular Education Theory and Practice
Organisation, Planning and Evaluation
Social Theories 1
Critical Practice

Year 3

Social Theories 2
Research Methods
Research Project
Practice Placement

More information on programme structure and courses can be found in the Programme Handbook.

2.2 Curriculum

The Degree of BA in Community Development follows a prescribed curriculum.

2.3 Minimum requirements for the award of credit

The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the Department concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.

In order to achieve the BA in Community Development a student must have completed the programme satisfying all of the following requirements:

- i) at least 360 credits or, if exempted from Year 1, courses totalling at least 240 credits or, if exempted from Year 1 and Year 2, courses totalling at least 120 credits
- ii) at least 240, 180 or 80 credits respectively at grade D or better
- iii) have a Grade Point Average of at least 9

2.4 Assessment

Regulations for assessment are governed by the Code of Assessment which is contained in the Fees and General Information section of the University Calendar.

2.5 Re-assessment in a Course

Candidates who do not satisfy the Examiners at the first attempt will normally be permitted one further attempt in those failed elements at the next available opportunity. The number of resits permissible in any academic year will be 2. The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

2.6 Assessment of Work Experience

The faculty will make an assessment of the student's competence as practitioners against the National Occupational Standards for Community Development Work. This annual assessment will not be mechanistic in nature but will be informed by the professional judgement of tutors in the light of the evidence available to them.

Where a student fails to reach these standards in the view of the Faculty tutors, recommendation will be made to the Examination Board as to the student's progress. Students must meet minimum level of competence in all the standards.

3. Progress of Students

3.1 General progress requirements

Normally, in order to proceed to the subsequent year of the programme a candidate must have:

- a) Attended classes regularly (minimum requirement of 80% attendance in each course) and completed all of the work of the programme in the preceding year to the satisfaction of the course team as outlined in 2.3
- b) Satisfied the examiners in Work Experience in the previous year;

3.2 Administration of Progression

A candidate who does not meet the requirements of 3.1(a)-(b) will be referred to the Progress Committee. The candidate will have the opportunity to present evidence to the Committee on factors which have affected his/her performance. The Progress Committee may decide that the student will be permitted to repeat the relevant year of the course on one occasion only, or make good failure in the subsequent session without attendance at classes, or suspend his/her studies on compassionate grounds, or will be excluded from further study.

3.3 Appeals against Decisions relating to the Progress of Students

A student who believes that he/she has grounds for appeal should refer to the Code of Procedure for Appeals to a Faculty Appeals Committee in the Calendar. Students are advised to consult the Faculty Secretary before lodging an appeal.

4. Structure of the Degree and Awards Associated with it

4.1 Minimum requirements for the award of the BA in Community Development Degree

In order to qualify for the award of the **BA in Community Development Degree** candidates must obtain grade D or above in each of the graduating components (see section 2.1 above)

The award of the **BA in Community Development Degree** may be awarded with Merit where the student gains a grade point average of between 14 and 15 or Distinction where the student gains a grade point average of 16 or more over three years of study

4.2 Early Exit Awards

a) Certificate of Higher Education (Community Development)

- i) A candidate who has obtained a minimum of 120 credits at Level 1 and passed each assessment at grade D or better from courses in the **BA in Community Development Degree** curriculum will be eligible to receive the Certificate of Higher Education. Candidates who receive a Diploma or Degree will not receive a Certificate.
- ii) The Certificate of Higher Education may be awarded with Merit where the student gains a grade point average of between 14 and 15 or Distinction where the student gains a grade point average of 16 or more over the year of study.

b) Diploma of Higher Education (Community Development)

- i) A candidate who has obtained a minimum of credits at Level 1, 240 credits at Level 2 and passed each assessment at D or better from courses in the **BA in Community Development Degree** curriculum will be eligible to receive the Diploma of Higher Education. Candidates who receive a Degree will not receive a Diploma.
- ii) The Diploma of Higher Education may be awarded with Merit where the student gains a grade point average of between 14 and 15 or Distinction where the student gains a grade point average of 16 or more over two years of study.