

Social Sciences

Final award	BA or BSc
Intermediate awards available	Cert HE, Dip. HE, UG Associate Cert, UG Cert
UCAS code	N/A

The Extended Degree programme prepares students for successful transition to Level 1 of any of the following programmes (single or combined):

Details of professional body accreditation	Anthropology (L600), Criminology (awaiting code), International Development, (L901), International Development with NGO Management (L900), International Politics (L241), Psychosocial Studies (C880), Psychosocial Studies with Professional Practice (C883), Sociology (L304), Sociology (Professional Development) (L305).
---	---

Relevant QAA Benchmark statements	N/A
--	-----

Date specification last up-dated	June 2013
---	-----------

Programme	Qualification	UCAS Code
Anthropology - Extended	BSc (Hons)	L600
Criminology - Extended	BA (Hons)	Awaiting code
International Development - Extended	BA (Hons)	L901
International Development with NGO Management - Extended	BA (Hons)	L900
International Politics - Extended	BA (Hons)	L241
Psychosocial Studies - Extended	BA (Hons)	C880
Psychosocial Studies with Professional Practice - Extended	BA (Hons)	C883
Sociology - Extended	BA (Hons)	L304
Sociology with Professional Development - Extended	BA (Hons)	L305

The summary - UCAS programme profile

This extended degree (Level 0) programme prepares students for successful transition to a wide range of degree programmes in the complementary subject areas of humanities and social sciences study within the School of Law and Social Sciences (LSS).

ENTRY REQUIREMENTS

As a one-year full-time or two-year part-time Level 0 programme leading to a prospectus of BA/BSc. honours degrees in LSS the entry requirements to the Level 0 programme are naturally different than those required for immediate admission to Level 1. The programme is aimed at mature students, post-FE students and school leavers who either/and/or:

- would prefer to study for four rather three years (as is customarily the case in Scotland and abroad)
- have not initially reached the standard entry requirements for LSS degrees or are confused or unsure about which specialist programme to follow
- have previously studied in a dedicatedly vocational context and require fuller academic development before progressing onto an undergraduate programme

Applicants who are school leavers should normally have between 120 UCAS points gained at A2, AS, BTEC National or AVCE. Students should normally have a Grade C GCSE pass in Mathematics and English or be able to offer alternative qualifications (Level 2 Key Skills in Numeracy and Communication)

Applicants without formal qualifications but with significant demonstrably life or work experience are encouraged to join the programme and are considered on an individual basis through interview.

All applicants will need a good standard of English demonstrated by achieving an award in one of the following:

- English GCSE Grade C or above
- Level 2 Key Skills in Communication
- A minimum score of 5.5 IELTS (No skill level below 5.5)
- Cambridge Proficiency Certificate (D)
- Cambridge Certificate in Advanced English (C)
- Cambridge First Certificate (B)
- Cambridge Business English Certificate (BEC) Higher Level (C)
- Cambridge Business English Certificate (BEC) Vantage (B)
- Cambridge International GCSE (C)
- CELS Cambridge Certificate in English Skills (Vantage/Higher) CELS Vantage Pass
- City & Guilds/Pitman International and Spoken ESOL Communicator Level – First Class
- City & Guilds /Pitman International and Spoken ESOL Expert Level - Pass
- City & Guilds /Pitman International and Spoken ESOL Mastery Level - Pass
- Edexcel London Test of English Pass at Level 3 or above
- London Chamber of Commerce: English for Business – Pass at Level 2
- London Chamber of Commerce: English for Commerce – Pass at Level 2
- Michigan English Language Assessment Battery – Above 80% in ECPE
- TEEP (U of Reading ELT) Level 5.5
- TOEFL (550 paper based test with TWE 4or 213 computer based test with TW4)
- TOEIC 600
- Trinity Integrated Skills in English – Pass at Level 3
- Trinity Skills for Life – Pass at Level 2
- WELT (U of Warwick ELT) CCC

ABOUT THE PROGRAMME

The LSS Extended/Level 0 Programme provides a broad framework of key academic and personal skills along with subject specialist knowledge in a range of subject areas. It provides a supportive and stimulating environment for students and is an opportunity to devote time and resources to developing the necessary academic and personal skills to be successful at degree level study. It will also provide you with an opportunity to think about what you want to study before you choose and experience what it is like to be a student in Higher Education.

The Programme provides:

- provides instruction and guidance in study skills essential for degree-level study
- provides a transition route onto a wide range of degree programme in LSS at UEL
- offers scope in programme content
- offers extensive study skills and personal development support

Programme structure

The programme is designed as a 1-Year full-time/2-year part-time for progression onto Level 1 of a degree. There is flexibility & scope in choice of degree programme and there are also opportunities for work placement for some programmes at degree level 2

The Extended Degree Social Sciences programme has two points of entry. The main point is in September but there is also an entry point in February. Consequently, the Level One study skills module is taught in both semesters.

Learning environment

The programme provides students with a range of teaching and learning experiences including lectures, seminars, workshops, personal tutorials, and use of a virtual learning environment (UEL Plus).

Assessment

A variety of assessments will be undertaken either individually or in groups. The most common assessment method for an individual will be essay writing and group work. There are no formal exams.

To pass Level 0 and progress on to your chosen degree, the following requirements must be met:

Successful transfer to Level 1 depends on students achieving a pass-level of 40% or better for each module of study. All must be passed before a student can proceed to Level 1 as modules cannot be trailed into Level 1.

Work experience/placement opportunities

Students who pass the programme and progress onto degree level study will be eligible to take the LSS work placement module at level 2.

Project work

Project work is vital at University and it is where you have the opportunity to develop your own ideas and interests. Within this year you will have a number of opportunities to work on individual and group small-scale projects, and some of these will form the basis of your assessment. In study groups and seminars you will be working in groups on weekly activities that you will then present to the study group. These activities are an opportunity to plan and manage your work, experience team working and enhance your inter-personal skills.

Added value

The programme provides a supportive and motivating environment for students to study in and a one-Year FT or 2 -Year PT preparation for transition onto a wide range of full degree programmes in LSS.

IS THIS THE PROGRAMME FOR ME?

If you are interested in...

- developing your key academic and personal skills in preparation for studying in Higher Education
- gaining key subject specialist knowledge in areas of interest
- thinking in new ways about familiar and unfamiliar aspects of society

If you enjoy...

- a challenge
- working with others
- working creatively
- trying to find answers to challenging questions
- reading and writing
- discussions

If you want...

- to develop study and research skills essential for degree-level study (analytical reading and note-taking, essay planning and writing, reports, independent thinking, problem solving, coherent reasoning, academic writing)
- to have the opportunity to move onto study at degree-level in a wide range of subject areas in LSS
- to spend more time thinking about and preparing for the particular specialism of your degree, while developing skills essential for degree-level study

Your future career

There are a wide range of careers open to graduates and succeeding in Level 0 is your first step in getting a degree and a successful career.

How we support you

Each student will have a personal tutor responsible for providing regular guidance and support in relevant areas of personal and academic life. In addition, students will have regular access to academic tutors on each of their modules for support and feedback. Additional support is provided by the Skillzone and access to 'Write it Right' and the Student Enquiry Desk provides help with general enquiries.

Bonus factors

Students will gain a broad knowledge of social science learning and teaching and be taught by experienced and supportive staff.

Programme aims and learning outcomes

What is this programme designed to achieve?

This programme is designed to give you the opportunity to:

- enjoy a stimulating and engaging introduction to a broad prospectus of multi disciplinary contemporary social science learning and teaching;
- develop the necessary practical, intellectual and communication skills in preparation for Level 1;
- prepare students for a successful transition to a full degree course.
- prepare students for future employability and enhance their personal and professional development

What will you learn?

Knowledge

- the necessary personal and academic skills to be successful in Level 1
- subject-specific knowledge in your chosen area(s) of study
- how to manage one's own learning and personal development
- skills of manipulation of knowledge to make an informed judgement
- how to work beyond routine and defined contexts

Thinking skills

- how to apply what you have learnt to familiar contexts
- how to apply what you have learnt to unfamiliar contexts
- how to critically reflect on own learning and performance
- how to identify different points of view in specified texts
- how to summarise arguments
- how to make informed judgements and distinguish between fact and opinion
- how to develop your own point of view in relation to specified texts

Subject-Based Practical skills

- skills of understanding and analysing social issues and the processes that underpin social change and stability in various communities
- skills of understanding and analysing the different interpretations of national and world events
- use of Information Technology and the Internet for information retrieval and presentation
- qualitative and quantitative research skills
- ability to conduct informed debate on current social issues

Skills for life and work (general skills)

- how to organise and manage a workload effectively
- how to locate and select sources of information for written work/research
- how to work collaboratively
- how to give oral presentations
- learning how to apply skills gained both with autonomy and direct supervision

The programme structure

Introduction

All programmes are credit-rated to help you to understand the amount and level of study that is needed.

One credit is equal to 10 hours of directed study time (this includes everything you do e.g. lecture, seminar and private study).

Credits are assigned to one of 5 levels:

- 0 - equivalent instandard to GCE 'A' level and is intended to prepare students for year one of an undergraduate degree programme
- 1 - equivalent instandard to the first year of a full-time undergraduate degree programme
- 2 - equivalent instandard to the second year of a full-time undergraduate degree programme
- 3 - equivalent instandard to the third year of a full-time undergraduate degree programme
- M - equivalent instandard to a Masters degree

Credit rating

The overall credit-rating of this programme is 120 credits.

Typical duration

The typical duration of this programme is 1 year full-time or 2 years part-time. It is possible to move from full-time to part-time study and vice-versa to accommodate any external factors such as financial constraints or domestic commitments. Many of our students make use of this flexibility and this may impact on the overall duration of their study period.

How the teaching year is divided

The teaching year is divided into two semesters of roughly equal length. A typical full-time student will study three 20 credit modules per semester and a typical part-time student will study one or two modules per semester.

What you will study when

This programme is part of a modular degree scheme. A typical full-time student will take six 20 credit modules per year. An honours degree student will complete modules totalling 120 credits at Level 0, 120 credits at level one, modules totalling 120 credits at level 2 and modules totalling 120 credits at level 3.

It is possible to bring together modules from one subject with modules from another to produce a combined programme. Subjects are offered in a variety of combinations:

- Single - 120credits at levels, one, two and three
- Major - 80credits at levels one, two and three
- Joint - 60 credits at levels one, two and three
- Minor - 40credits at levels one, two and three

Modules are defined as:

- Core - Must be taken
- Option - Select from a range of identified modules within the field
- University wide option - Select from a wide range of modules across the University

The following are the core requirements for Level 0 of your chosen extended degree programme. All modules are Core and must be passed before you can progress to Level 1.

Level	Module Code	Module title	credit	status
0	IS0007	Academic Skills for Social Sciences	20	Core
0	IS0008	Introduction to Contemporary British Society	20	Core
0	IS0009	Understanding the iPod generation	20	Core
0	IS0010	Understanding Work in Contemporary Society	20	Core
0	AI0011	Globalisation and Social Movements	20	Core
0	PS0012	Changing Concepts of Self and Society	20	Core

Requirements for gaining an award

In order to complete Level 0 successfully, students will normally be expected to obtain passes in 6 modules (120 credits).

In order to gain an **honours degree** you will need to obtain 480 credits including:

- A minimum of 120 credits at level zero or higher
- A minimum of 120 credits at level one or higher
- A minimum of 120 credits at level two or higher
- A minimum of 120 credits at level three or higher

In order to gain an **ordinary degree** you will need to obtain a minimum of 420 credits including:

- A minimum of 120 credits at level zero or higher
- A minimum of 120 credits at level one or higher
- A minimum of 120 credits at level two or higher
- A minimum of 60 credits at level three or higher

In order to gain a **Diploma of Higher Education** you will need to obtain at least 360 credits including a minimum of 120 credits at level zero or higher, 120 credits at level one or higher and 120 credits at level two or higher

In order to gain a **Certificate of Higher Education** you will need to obtain 120 credits at level zero or higher plus 120 credits at level one or higher.

In order to gain an **Undergraduate Associate Certificate** you will need to obtain a minimum of 40 credits at level 0 or higher.

In order to gain an **Undergraduate Certificate** you will need to obtain a minimum of 20 credits at level 0 or higher.

Degree Classification

Where a student is eligible for an Honours degree, and has gained a minimum of 240 UEL credits at level 2 or level 3 on the programme, including a minimum of 120 UEL credits at level 3, the award classification is determined by calculating:

$$\begin{array}{l} \times \quad 2/3 \quad + \quad \text{The arithmetic} \quad \times \quad 1/3 \\ \text{The} \\ \text{arithmetic} \\ \text{mean of the} \\ \text{best 100} \\ \text{credits at} \\ \text{level 3} \end{array} \quad \begin{array}{l} \text{mean of the next} \\ \text{best 100 credits at} \\ \text{levels 2 and/or 3} \end{array}$$

and applying the mark obtained as a percentage, with all decimal points rounded up to the nearest whole number, to the following classification

	First Class Honours
70% - 100%	
60% - 69%	Second Class Honours, First Division
50% - 59%	Second Class Honours, Second Division

40% - 49% Third Class Honours

0% - 39% Not passed

Teaching, learning and assessment

Teaching and learning

Knowledge is developed through

- presentation of frameworks of information in lectures
- student centred seminar discussions
- reading of specified texts on a weekly basis
- use of a virtual learning environment
- preparing for assessments

Thinking skills are developed through

- close analysis of specified texts
- individual and small group exercises in seminar sessions
- individual and small group presentations
- use of virtual learning environment
- preparing for assessments

Practical skills are developed through

- working with others in workshops
- using ICT skills to search web and use analytical and presentation software
- carrying out data collection exercises
- constructing research reports
- preparing for assessment

Skills for life and work (general skills) are developed through

- individual and small group activities in seminar sessions
- tutorials to discuss individual progress
- group projectwork
- preparing for assessments

Assessment

Knowledge is assessed by

- coursework, presentations
- class tests, exercises undertaken in seminar sessions

Thinking skills are assessed by

- coursework, presentations

- class tests, exercises undertaken in seminar sessions

Practical skills are assessed by

- evidence of demonstrable understanding in completed work and/or assessments

Skills for life and work (general skills) are assessed by

- involvement in and contribution to seminar/ workshop sessions
- ability to understand and meet requirements of module specifications
- attendance at tutorials
- involvement in and contribution to group project work

How we assure the quality of this programme

Before this programme started

Before the programme started, the following was checked:

- there would be enough qualified staff to teach the programme;
- adequate resources would be in place;
- the overall aims and objectives were appropriate;
- the content of the programme met national benchmark requirements;
- the programme met any professional/statutory body requirements;
- the proposal met other internal quality criteria covering a range of issues such as admissions policy, teaching, learning and assessment strategy and student support mechanisms.

This is done through a process of programme approval which involves consulting academic experts including some subject specialists from other institutions.

How we monitor the quality of this programme

The quality of this programme is monitored each year through evaluating:

- external examiner reports (considering quality and standards);
- statistical information (considering issues such as the pass rate);
- student feedback.

Drawing on this and other information programme teams undertake the annual Review and Enhancement Process which is co-ordinated at School level and includes student participation. The process is monitored by the University's Quality Standing Committee. Once every six years an in-depth review of the whole field is undertaken by a panel that includes at least two external subject specialists. The panel considers documents, looks at student work, speaks to current and former students and speaks to staff before drawing its conclusions. The result is a report highlighting good practice and identifying areas where action is needed.

The role of the programme committee

This programme has a programme committee comprising all relevant teaching staff, student representatives and others who make a contribution towards the effective operation of the programme (e.g. library/technician staff). The committee has responsibilities for the quality of the programme. It provides input into the operation of the Review and Enhancement Process and proposes changes to improve quality. The programme committee plays a crucial role in the University's quality assurance procedures.

The role of external examiners

The standard of this programme is monitored by at least one external examiner. External examiners have two primary responsibilities:

- To ensure the standard of the programme
- To ensure that justice is done to individual students.

Listening to the views of students

The following methods for gaining student feedback are used on this programme:

- Programme evaluation
- Module evaluation
- Student representation on programme committees

Students are notified of the action taken through:

- circulating the minutes of the programme committee to student representatives
- providing details on the programme notice boards
- announcements in classes and notification on UEL Plus

Listening to the views of others

The following methods are used for gaining the views of other interested parties:

- Questionnaires to former students
- Liaison with partners in educational consortia
- Subject area committees

Where you can find further information

Further information about this programme is available from:

- Email - LSS
- The UEL web site
- The studenthand book
- Module studyguides
- UEL Manual of Regulations and Policies
<http://www.uel.ac.uk/qa/manual/index.htm>
- UEL Quality Manual http://www.uel.ac.uk/qa/qualityass_resp.htm

- Regulations for the Academic Framework <http://www.uel.ac.uk/academicframework/>
- Guide to Single & Combined Honours Programmes
- Departmental webpages <http://www.uel.ac.uk/lss/>