



Calendar 2003-04

**UNIVERSITY
of
GLASGOW**

FACULTY OF EDUCATION

DEAN: Dr Hirek Kwiatkowski MA MEd PhD

Chief Adviser of Studies: Kevin Clancy MA MLitt MEd

DATES OF SEMESTERS

Semester 1: 30th September 2003 - 23rd January 2004

Christmas Vacation: 22nd December 2003 - 9th January 2004

Semester 2: 26th January 2004 - 4th June 2004

Spring Vacation: 22nd March 2004 - 9th April 2004

Teaching dates vary for different courses, as follows:

	Teaching Starts	Teaching Ends
Degree of BEd		
1st and 2nd Years	30 September 2003 12 January 2004 13 April 2004	19 December 2003 19 March 2004 4 June 2004
3rd and 4th Years	30 September 2003 12 January 2004 19 April 2004	19 December 2003 26 March 2004 4 June 2004
Postgraduate Certificate in Education		
	1 September 2003 12 January 2004 19 April 2004	19 December 2003 26 March 2004 25 June 2004
Degree of BTheol, MA		
1st and 2nd Years	30 September 2003 12 January 2004 13 April 2004	19 December 2003 19 March 2004 4 June 2004
3rd and 4th Years	30 September 2003 12 January 2004 19 April 2004	19 December 2003 26 March 2004 4 June 2004
Degree of BTechEd		
1st Year	30 September 2003 12 January 2004 13 April 2004	19 December 2003 19 March 2004 4 June 2004
2nd Year	15 September 2003 12 January 2004 13 April 2004	19 December 2003 19 March 2004 2 July 2004
3rd Year	1 September 2003 26 January 2004 13 April 2004	19 December 2003 19 March 2004 2 July 2004

4th Year	1 September 2003	19 December 2003
	26 January 2004	19 March 2004
	13 April 2004	4 June 2004

Contents	<i>Page</i>
Entry.....	3
Appeals.....	3
Initial Teacher Education	3
Degree of BEd	5
Postgraduate Certificate in Education	12
Degree MA in Religious and Philosophical Education with Teaching Qualification	14
Catholic Teacher's Certificate	19
Certificate in Religious Education by Distance Learning	20
Department of Adult and Continuing Education	21
Certificate of Higher Education (Continuing Education).....	21
Certificate in Community Work	25
Certificate in Counselling Skills	26
Degrees Of Bachelor Of Technological Education & Bachelor Of Technology Studies.....	27

I UNDERGRADUATE ENTRY

Before applying for admission to the Faculty of Education, all applicants should consult the most recent edition of the University's *Undergraduate Prospectus*.

The *Prospectus* sets out the normal qualifications required for admission, describes the application procedure, summarises the Degree regulations and courses offered, and gives general information about the University. It is available in most U.K. schools, or it may be obtained from The Student Recruitment and Admissions Service, University of Glasgow, Glasgow, Scotland G12 8QQ.

II 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 Clerk of Senate, as appropriate, within 14 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 Head 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 either from the Faculty Office or The Registry enquiry office in the University. The address of the Faculty Secretary, Faculty of Education is St Andrew's Building, Glasgow G3 6NH.

III 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 acquire the Catholic Teacher's Certificate.

The ITE courses offered within the Faculty of Education are as follows:

(i) Bachelor of Education with Honours in Primary Education

This is a four-year course leading to the award of the BEd Honours Degree and a teaching qualification in Primary Education (ages 3-12).

The curriculum comprises three main components: Educational Studies (developing an understanding of the skills required to teach in the primary school); Curricular Studies (covering the five main areas of the primary curriculum) and School Experience (comprising several 'serial' and 'block' periods of experience in schools).

(ii) Postgraduate Certificate in Education (Primary)

This is a one-year full-time course for graduates of a UK university (or holders of an alternative degree qualification approved by the General Teaching Council for Scotland) leading to the award of the Postgraduate Certificate in Education (PGCE) and a teaching qualification in Primary Education (ages 3-12).

The course has three components: Professional Studies, Curricular Studies and School Experience. Half of the course is spent working in schools.

(iii) Postgraduate Certificate in Education (Secondary)

This is a one-year full-time course for graduates of a UK university (or holders of an alternative degree qualification approved by the General Teaching Council for Scotland) leading to the award of the Postgraduate Certificate in Education (PGCE) and a teaching qualification in Secondary Education.

Applicants should normally hold an Honours degree or an Ordinary degree with three progressive graduating courses or their equivalent in each subject which they intend to teach. The course has three main components: Professional Studies, Curricular Studies and School Experience. Half of the course is spent working in schools.

(iv) Bachelor of Technological Education

This is a four-course leading to the award of the BTechEd (Hons) Degree and a teaching qualification in Secondary Education. The course is taught within the Faculties of Engineering and Education, in partner schools and at Cardonald College.

The curriculum comprises: technology, professional studies, school experience, industrial experience and craft skills training. These elements are focused upon the practice of teaching and the aim of the course is to allow graduates to enter immediately into Scottish schools as technology teachers.

From October 2002, students entering the Degrees of Bachelor of Technological Education (BTechEd) and Bachelor of Technology Studies (BTechS) will be matriculated in the Faculty of Education. Students admitted to the Degree before October 2002 will continue to be matriculated in the Faculty of Engineering. Both groups of students should refer to the regulations contained in the Faculty of Education section of the Calendar.

The Faculty of Education also offers the following ITE course in collaboration with the Departments of Philosophy and Theology and Religious Studies:

Master of Arts in Religious and Philosophical Education

Students wishing to teach Religious Education in secondary schools are offered a course over four years leading to the award of an MA(Hons) degree and a teaching qualification in Secondary Education. The course is taught within the Faculties of Arts and Education and in partner schools.

The Faculty of Education is also involved in the following ITE course offered jointly by the Royal Scottish Academy of Music and Drama (RSAMD) and the University of Glasgow:

Bachelor of Education in Music

This is a four-course leading to the award of the BEd or BEd (Hons) Degree in Music and a teaching qualification in Secondary Education. The course is taught within the Faculty of Education and the RSAMD, and in partner schools. The curriculum comprises: music studies, education studies and school experience. Information on this course is available either from the Faculty of Education as above or from RSAMD.

IV DEGREE OF BACHELOR OF EDUCATION (BEd) WITH HONOURS IN PRIMARY EDUCATION

BEd Degree Course

The Degree of Bachelor of Education (BEd) with Honours in Primary Education is governed by Resolution No. 369 of the University Court which came into force on 21st April 1993. The following are the relevant provisions:

1. Every candidate for the Honours Degree must attend during not less than four academic years, courses of instruction and related professional experience in the Faculty of Education, except that 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. The Faculty will consider annually the curriculum for the Degree of Bachelor of Education with Honours in Primary Education and such other matters, including the admission and progress of students, as may be remitted to it by the Senate, and report to the Senate thereon.
3. Candidates for the Degree of BEd who do not complete the minimum graduating curriculum may be eligible to receive the Certificate of Higher Education (Primary Education), the Diploma of Higher Education (Primary Education), or the Degree of Bachelor of Arts (Primary Education).
4. The regulations governing the Degree are stated in the schedule hereto.

REGULATIONS

1. A student is required to undertake and pass compulsory components and elective components as defined below.

2. ***Graduating Components (New Regulations)***

The graduating components for 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)
- 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)

Students 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.

A student must obtain passes in each of the above components in order to be eligible for the award of the Honours Degree.

3. ***Assessment***

Where a component has a final examination (as indicated by • in Regulation 2 above), a student will be permitted to sit this only if there is evidence that the student has attended regularly and completed the work of the component to the satisfaction of the Head(s) of Department. 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.

- (a) Students who fail elements of assessment at the first attempt will normally be permitted one further attempt in those failed elements at the next available opportunity. The grade awarded as the result of the retrieval or resit examination will be no higher than Grade D.
- (b) Students who fail 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.
- (c) If it is established that a student's absence, failure to submit work or poor performance in all or part of an assessment was due to illness or other good cause found valid on production of acceptable evidence, the student shall have the right to be re-assessed as if for the first time in any or all of the elements of assessment as specified

by the Board of Examiners. If the assessment affected by illness was itself a second attempt the student shall be permitted to resit as if for the second time.

- (d) Failure in two or more modules after a second opportunity will normally require the student to repeat the year of the course, or to withdraw from the course, according to the decision to the Board of Examiners and the Progress Committee after consideration of all aspects of the student's progress.

4. Regulations for the Progress of Students

Normally, in order to proceed to the subsequent year of the course a student must have:

- (a) attended classes regularly (minimum requirement of 80% attendance in each module) and completed all of the work of the course 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 graduating components of the preceding year, and have satisfied the examiners in all graduating components of earlier years;
- (d) 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.

A student who does not meet the requirements of 4(a)-(c) or to whom 4(d) applies will be referred to the Progress Committee. The student 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.

5. 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 *Calendar*. Students are advised to consult the Faculty Secretary before lodging an appeal.

6. Certificate of Basic IT Competence

Every student must normally obtain the Certificate of Basic Information Technology Competence in his or her first year of study in order to qualify for any award covered by these regulations. See the 'Fees and General Information' section of the *University Calendar*.

7. Certificate of Higher Education (Primary Education)

- (a) Normally, a student must obtain passes in each of the required Year 1 qualifying modules in order to be eligible to receive the Certificate of Higher Education. Students who receive a Diploma or Degree will not receive a Certificate.
- (b) The Certificate of Higher Education may be awarded with Merit or Distinction.

8. Diploma of Higher Education (Primary Education)

- (a) Normally, a student must obtain passes in each of the required Year 1 and Year 2 qualifying modules in order to be eligible to receive the Diploma of Higher Education. Students who receive a Degree will not receive a Diploma.
- (b) The Diploma of Higher Education may be awarded with Merit or Distinction.

9. Degree of Bachelor of Arts (Primary Education)

- (a) Normally, a student must obtain passes in each of the required Year 1, Year 2 and Year 3 qualifying modules in order to 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.

10. Award of the Honours Degree

In order to qualify for the award of the Honours Degree a student must satisfy the requirements of paragraph 2 above, satisfactorily complete the assessments relating to school experience and be eligible for the award of the Teaching Qualification, and must fulfil these requirements at a level which is consistently above that of a minimum pass.

11. There shall be four classes of Honours, to be called the first, upper second, lower second and third class respectively. The names of the candidates placed in each class shall be arranged in alphabetical order.

12. In assessing the merit of a candidate for the Degree With Honours 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 a 1st class degree	Grade A in School Experience
For a Upper Second Class Honours	A minimum of Grade B in School Experience
For a Lower Second Class Honours	A minimum of Grade C in School Experience
For a Third Class Honours	A minimum of Grade C in School Experience
For a Pass Degree	A minimum of Grade D in School Experience

13. Viva Voce Examinations

A viva voce examination will be offered to students to provide additional information for examiners when the level of award is being considered in relation to two possible options. The examination will focus on any of the areas of assessment which are taken into account to determine the level of award.

A student who has attended a viva voce examination will always be awarded one of the two levels which were originally under consideration. Students who are unable to attend the viva voce examination will be considered for a level of award on the basis of information already available.

The examination will normally be conducted by two examiners, one of whom may be an external examiner.

The selection of students for the viva voce examination is at the absolute discretion of the examiners. In making the selection they may take into account any of the following factors:

- adverse circumstances which have been made known to the examiners and which are clearly authenticated
- performances in areas of assessment which appear uncharacteristic in relation to the general assessment profile of the student
- any circumstances made known to examiners relating to time of the original assessment.

14. Assessment shall be conducted in accordance with the prevailing Code for Examinations, published in the Fees and General Information section of the *University Calendar*.

15. A candidate who has completed the curriculum for the Degree with Honours but who has failed to reach the standard required for the award of Honours may, if in the opinion of the Board of Examiners he or she has given evidence of sufficient attainment, be awarded the Pass Degree of BEd.

16. 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.

LIST OF RECOGNISED QUALIFYING MODULES

For students entering the course in or after session 2002/3

Year 1

<i>Module Title</i>	<i>Module Value</i>	<i>Credit Value</i>
Educational Studies	2	20
School Experience (Primary 1-3: 6 weeks)	2	20
Environmental Education	2.5	25

Degree of Bachelor of Education (BEd) with Honours in Primary Education

<i>Module Title</i>	<i>Module Value</i>	<i>Credit Value</i>
Expressive Arts	2	20
Language	1	10
Mathematics	1	10
Information & Communication Technology	0.5	5
Religious Education	1	10
	12	120

Year 2

<i>Module Title</i>	<i>Module Value</i>	<i>Credit Value</i>
Educational Studies	1	10
School Experience (Primary 4-7: 5 weeks Pre-5: 4 weeks)	3	30
Environmental Education	2.5	25
Expressive Arts	2	20
Language	1	10
Mathematics	1	10
Information & Communication Technology	0.5	5
Religious Education	1	10
	12	120

Year 3

<i>Module Title</i>	<i>Module Value</i>	<i>Credit Value</i>
Educational Studies	1	10
School Experience Primary Lower Stages - 4 weeks Primary Upper Stages - 4 weeks	3	30
Language	2	20
Mathematics	2	20
Information & Communication Technology	0.5	5
Religious Education	1	10
Specialist Study Options	2.5	25
	12	120

Specialist Study Options

Environmental Education	2.5	25
Expressive Arts	2.5	25
Modern Languages in Primary School	2.5	25
Theology and the Arts	2.5	25
Additional Support Needs	2.5	25
Pre-School Education	2.5	25
Personal & Social Development	2.5	25

Year 4

<i>Module Title</i>	<i>Module Value</i>	<i>Credit Value</i>
Educational Studies	2	20
School Experience (choice of stage - 10 weeks)	4	40
Religious Education	1	10
Dissertation	3	30
Specialist Study Option	2	20
	12	120

Specialist Study Options

Environmental Education	2	20
Expressive Arts	2	20
Modern Languages in Primary School	2	20
Theology and the Arts	2	20
Additional Support Needs	2	20
Pre-School Education	2	20
Personal & Social Development	2	20

Regulations for Students on Course before Session 2002/2003

(Old Regulations)

The Regulations for students on course before 2002/2003 are as set out in regulations 1-15 (New Regulations) with the exceptions of 2(a) and 12. Regulations 2(a) and 12 for students on course before session 2002/3 are as follows:

2. Graduating Components

The graduating components for 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)
- Environmental Education (years 1-2)
- Expressive Arts (years 1-2)
- Professional and Curricular Research Assessment (years 3-4)

- Language (years 1-3)

- Mathematics (years 1-3)

- Religious Education (years 1-4).

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

- School Experience
- Professional Studies
- Advanced Language
- Advanced Mathematics
- Specialist Study
- Professional and Curricular Research Assessment.

LIST OF RECOGNISED QUALIFYING MODULES

(Old Regulations)

Year 2

<i>Module Title</i>	<i>Module Value</i>	<i>Credit Value</i>
<i>Core 1 Level 2 Modules</i>		
Professional Studies: Learning Processes	1	10
School Experience (Primary 4-7: 8 weeks)	3	30
Environmental Education: Environmental Interdependence	1	10
Expressive Arts: <i>incorporating</i> Art and Design (2/1 and 0.5)	1.5	15
Drama		
Music - Song and Play		
Physical Education		
Language: Managing Language Learning	1	10
Mathematics	1	10
Religious Education: The Study of World Religions and the Nature of Religious Education in the Upper Catholic Primary School	0.5	5
Religious Education: The Doctrine of the Incarnation and the Primary School	1	10
Science and Technology	0.5	5
Health Education	0.5	5
<i>Core 2 Level 2 Modules</i>		
Information Technology	1	10
Support for Learning	0.5	5
	12.5	125

Year 3

<i>Module Title</i>	<i>Module Value</i>	<i>Credit Value</i>
<i>Core 1 Level 3 Modules</i>		
Professional Studies: Curriculum and Assessment	1	10
Professional Studies: Decision Making & Management in Education	1	10
School Experience: <i>incorporating</i>	5	50
Pre-5: 4 weeks		
Primary -Lower Stages: 4 weeks		
Primary -Upper Stages: 4 weeks		
Advanced Study: Language	1	10
Advanced Study; Mathematics	1	10
	9	90

Core rotation Years 3 and 4

(2 modules equivalent to be completed in Year 3 and 1 module equivalent in Year 4 from the following):

Religious Education: Christian Ethics	0.5	5
Religious Education: 5-14 Curriculum	0.5	5
Environmental Education: Issues, Attitudes, Expressive Arts	1	10 Perceptions
	1	10

Core 2 Level 3 Modules

Research Planning	0.5	5
Options - One module to be selected from Specialist Studies options	1	10
	12.5	125

Specialist Studies options

Art and Design	1	10
Drama: Theatre in Education	1	10
Environmental Education: Studies in the Environment	1	10
Information and Communication Technology	1	10
Media Education	1	10
Modern Languages	1	10
Music: Differentiated Learning in Music	0.5	5
Music: Serial School-based Workshops	0.5	5
Physical Education	1	10
Religious Education: Contemporary Issues	1	10
Science and Technology	1	10

Year 4

<i>Module Title</i>	<i>Module Value</i>	<i>Credit Value</i>
<i>Core1 Level 4 Modules</i>		
Professional Studies: The Wider Role	1	10
School Experience: (Choice of stage: 9 weeks)	4	40
Advanced Study: Language	1.5	15
Advanced Study; Mathematics	1.5	15
Core Rotation - refer to Year 3	1	10
Professional and Curricular Research Assessment	1	10
	10	100
<i>Core 2 Level 4 Modules</i>		
The Nature and Purpose of Catholic Education	0.5	5
The European Dimension	0.5	5
Professional Dimensions	0.5	5
Options - One module to be selected from Specialist Studies - Same subject to be chosen as Year 3.	1	10
	12.5	125

Degree of Bachelor of Education (BEd) with Honours in Primary Education

<i>Module Title</i>	<i>Module Value</i>	<i>Credit Value</i>
<i>Specialist Studies options</i>		
Art and Design	1	10
Drama: Drama in Education	1	10
Environmental Education: Studies in the Environment	1	10
Information and Communication Technology	1	10
Media Education	1	10
Modern Languages	1	10
Music: Creating and Using Information Technology	0.5	5
Music: Listening, Creating and Performing	0.5	5
Physical Education	1	10
Religious Education: Contemporary Issues	1	10
Science and Technology	1	10

V POSTGRADUATE CERTIFICATE IN EDUCATION (PRIMARY OR SECONDARY)

PGCE (Primary or Secondary)

1. The Postgraduate Certificate in Education (PGCE) 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 PGCE 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 PGCE in Primary Education should possess a Credit level at the Standard Grade in SCE Mathematics, or equivalent, and candidates for the PGCE 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 PGCE (Primary & Secondary) course are:
 - (i) Professional Studies
 - (ii) Curricular Studies
 - (iii) School Experience

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

Every student must normally obtain the Certificate of Basic Information Technology Competence to qualify for the award of the PGCE.

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, Russian, 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. In order to obtain the PGCE a student is required to satisfy in all assessed elements of the course. Normally, one opportunity for retrieval or resubmission for each assessed element is allowed.

5.1. Assessment of the PGCE Primary Course

The assessments will consist of:

- Three 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
- 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 PGCE 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
- Teaching files from TQ subjects
- 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 student who has not satisfied in any component after two attempts will be referred to the Progress Committee.

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. In these circumstances, the student will be referred to the Progress Committee.

The student 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 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. Subject to the requirements of the General Teaching Council for Scotland, the Faculty shall also award to candidates who satisfy the requirements of the course, a teaching qualification in the area of Primary Education or in a stated subject or subjects in Secondary Education.
9. Schemes of assessment shall be reported to Senate, through the Faculty, for its approval.
10. At the discretion of the Board of Examiners, and in accordance with the University Code of Assessment the PGCE may be awarded with merit or distinction.

11. 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.

VI 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 a four year programme which leads to the award of either a degree or a degree with Honours and a teaching qualification. The programme is taught jointly within the Departments of Religious Education and Educational Studies in the Faculty of Education, and the Department of Theology and Religious Studies and the Department of Philosophy in the Faculty of Arts, and in partner schools.

The curriculum provides for study in Theology/Religious Studies, Professional Studies and School Experience. Optional pathways are available for those wishing to teach in non-denominational or denominational schools. The aim of the programme is to allow graduates to enter immediately into Scottish Secondary schools as teachers of religious education. The Degree is accredited by the General Teaching Council (Scotland).

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 will be governed by a Resolution of the University Court which at the date of going to press has yet to come into effect. The following are the relevant provisions.

1. The Degree of Master of Arts in Religious and Philosophical Education with Secondary Teaching Qualification may be conferred by the University of Glasgow as a Degree with Honours or as an Ordinary Degree.
2. Every candidate for the Degree must attend, during not less than four academic years, courses of instruction and related professional experience at the University of Glasgow, except that the Senate may on the recommendation of the Board of Management 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 and one term in the University of Glasgow and shall pass the examinations and assessments appropriate to the Degree.
3. The Senate shall authorise the Board of Management to superintend the the Degree of Master of Arts in Religious and Philosophical Education with Teaching Qualification.
4. It shall be the duty of the Board of Management to consider annually the curriculum for the Degree of Master of Arts in Religious and Philosophical Education with Teaching Qualification and such other matters as may be remitted to it by the Senate, and to report to the Senate thereon. It shall be competent for the Board to make recommendations to the Senate with regard to the appointment of examiners for the Degree.
5. Candidates for the Degree with Honours must present themselves at a single diet for examination in the Honours subjects of the final year of their curriculum. Candidates may not, without permission of the Senate, present themselves for examination in the Honours subjects of the final year on more than one occasion.
6. There shall be four classes of Honours to be called the First, Upper Second, Lower Second and Third Classes respectively
7. Exceptionally, a candidate for the Degree with Honours who has completed the graduating components and has failed to be placed in any class may be awarded the Pass Degree of Master of Arts in Religious and Philosophical Education with Teaching Qualification
8. A candidate who has not met the requirements for entry into the Honours curriculum of the fourth year, or is judged by the examiners as unlikely to meet the requirements, may be required to transfer to the curriculum for the Ordinary Degree.
9. Assessment shall be conducted in accordance with the prevailing Code of Assessment published in the 'Fees and General Information' section of the *University Calendar*.
10. The Senate with the approval of the University Court may from time to time make regulations:
 - (a) determining 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 degree shall be arranged.
11. The regulations for the Degree shall be as stated in the Schedule hereto.

Schedule to the Resolution for Degree of Master of Arts in Religious and Philosophical Education with Teaching Qualification

1. Curriculum

A curriculum for the degree shall be devised in accordance with the rules for subjects of study given in the Regulations for Courses appended.

Course modules shall be ascribed to all subjects comprising the curriculum. Candidates will be allocated the relevant number of credits upon satisfying the examiners in the appropriate subject.

2. Assessment and Examinations

- (a) To obtain a pass in a component of the programme a student must complete all prescribed assessments to the satisfaction of the Board of Examiners. Where a component has a final examination, students shall not be admitted to this examination unless they have attended and completed the work therein to the satisfaction of the Head(s) of Department(s) in charge of the programme.
- (b) Candidates who have not passed a component within one year of their admission to the appropriate course will not be readmitted to assessment or examination in the subject concerned unless they requalify to sit the assessment or examination as a result of *either*:
 - (i) reattendance at the appropriate component; or
 - (ii) permission to sit the assessment or examination in the subject without reattendance at the course therein during a period of suspension from attendance as a full-time student in the University.
- (c) If candidates who so requalify fail to pass the relevant assessment or examination by the end of the year in which they requalify, they will not be allowed any further opportunity of examination in that subject.
- (d) Every student must normally obtain the Certificate of Basic Information Technology Competence in his or her first year in order to qualify for any award covered by these regulations.

3. Progress of Students

- (a) Student progress is reviewed annually.
- (b) Full-time students admitted to the first year will normally cease to be candidates for the Degree of Master of Arts in Religious and Philosophical Education with Teaching Qualification if they have not fulfilled the requirements of the programme.
- (c) Candidates wishing to be considered for Honours must have gained 240 Academic and Professional credits prior to the commencement of their studies in Year 3.
- (d) Students in any year of study may progress from one year to the next carrying incomplete components up to the equivalent of 20 credits per year. The appropriate assessments must be overtaken during the course of the subsequent year before the student can proceed further.
- (e) Any student who fails to meet the progress regulations may, at the discretion of the Progress Committee, be:
 - (i) permitted to repeat the relevant year of the programme on one occasion only; *or*
 - (ii) permitted to make good the failure(s) in the subsequent session without attendance at classes; *or*
 - (iii) excluded from further study.
- (f) 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.

4. Exemptions

No exemptions will be granted from any part of the curriculum for the Honours or Ordinary Degrees.

5. Award of Degree

- (a) In order to qualify for the award of the Degree with Honours a student must satisfy the requirements as stated in the Schedule hereto and fulfil these requirements at a level which is consistently above that of a minimum pass and commensurate with the Honours classification.
- (b) In assessing the merit of a candidate the Board of Examiners will have regard to the candidate's performance in the following graduating components:

School Experience

Professional / Teaching Studies

Theological / Religious Studies

Dissertation

6. Departmental Instructions

Students shall be required to comply with such departmental instructions as are prescribed by the Course Leader or other Academic Staff in charge of the component concerned in the University or any participating institutions. Such instructions may require students: to attend specified lectures, tutorials, seminars, or practical sessions, field courses, examinations and other events; to provide themselves with such books, equipment and other materials as necessary for the programme; to submit items of work, including essays, dissertations and project reports, by such dates as may be instructed. All such instructions may 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.

Regulations for the Programme leading to the Degree of Bachelor of Theology with Teaching Qualification and Master of Arts in Religious and Philosophical Education with Teaching Qualification

Curricula for the Honours and Ordinary Degrees of Master of Arts in Religious Education with Teaching Qualification are available, although the Degrees are normally awarded as Honours Degrees. Exceptionally, the examiners may recommend the award of the Degrees as a Pass Degree to candidates who have completed an Honours curriculum but who have failed, in the final Honours assessment, to reach the standard required for Honours.

Subjects of Study

Information on the available optional courses will be available to students at the beginning of each academic session.

Year 1

Compulsory Courses	Credit Value
Theology and Religious Studies:	
Biblical Studies 1a	20
World Religions 1a	20
	(40)
Religious Education:	
Teaching World Religions	20
Religious Education in Contemporary Society	20
School Experience	20
	(60)
Educational Studies:	
Children, Learning and Schools, including preparation for school experience	20
	(20)
Total credits for year 1	120

Students Progress after Year 1

Progression from Year 1 to Year 2 will normally be allowed on the basis of satisfactory completion of the School Experience requirements and the attainment of a minimum of 100 Academic and Professional credits at Grade D or above to satisfy the entrance requirements of level 2 courses in Theology and Religious Studies, Philosophy, and Religious Education and Educational Studies.

Year 2

Compulsory Courses	Credit Value
Theology and Religious Studies:	
Biblical Studies 1b	20
Christology and Ecclesiology	20
	(40)
Educational Studies:	
The Scottish Curriculum and the Learning Society, including preparation for school experience and Support for Learning	25
	(25)
Religious Education:	
Language, Pupil Development and Religious Education	15
Industrial Placement	10
School Experience	20
	(45)
Optional courses	
Students must also take one course from either Theology and Religious Studies, Religious Education or Philosophy	(20)
Total credits for Year 2	130

Student Progress after Year 2

Progression from Year 2 to Year 3 will normally be allowed on the basis of a minimum of 200 Academic and Professional credits at Grade D or above and satisfactory completion of the School Experience requirements. All students must, explicitly, have successfully overtaken their school-based competences. Any student failing to do so may, at the discretion of the Progress Committee, be required to:

- 1 overtake such competences before proceeding (in the August/September of that year); or
- 2 apply for transfer from the MA with Teaching Qualification to the BD or MA: or
- 3 discontinue studies on the Degree programme.

Candidates wishing to be considered for Honours must have gained 240 Academic and Professional credits prior to the commencement of their studies in Year 3.

Year 3

Compulsory Courses

Credit Value

Educational Studies:

Challenging Pupils' Learning and Thinking, including
preparation for school experience 25

Religious Education:

School Experience 20
Philosophy and Theology in Education 30

(75)

Optional courses

Students must also take three courses, at least one of which should be at level 3, chosen from either: 3 courses from Theology and Religious Studies and Religious Education *or* 2 courses from Theology Religious Studies and Religious Education and one from Philosophy.

(60)

Total Credits for Year 3

135

Year 4

Compulsory Courses

Credit/Value

Educational Studies:

Decision Making and Management in
Education, including preparation for school experience 25

(25)

Religious Education:

School Experience 40
Christian Ethics in a Secular Society 30
Dissertation 40

(110)

Total Credits in Year 4

135

Award of Degree

The classification of the final degree will be by outcome.

Honours degrees will be awarded to those students who have fulfilled the following conditions:

- (a) have gained 240 Academic and Professional points and satisfactorily completed the School Experience requirements by the end of Year 2;
- (b) each assessment requirement for the Academic and Professional modules taken in Years 3 and 4 is passed at the first sitting with a minimum of 45%;
- (c) one of the final year modules and School Experience are jointly assessed in the form of a 15,000 word dissertation, which will replace the normal assessments for that module. The dissertation will be worth 40 credit points.

Degree of Master of Arts in Religious and Philosophical Education with Secondary Teaching Qualification

Those students who do not fulfil any or all of the above conditions will be eligible for the award of an Ordinary degree provided that:

- (a) they satisfy the minimum progress rules as specified in this Schedule;
- (b) they satisfactorily complete each module within the period allowed by the re-sit rules in force at the time;
- (c) one of the final year modules and School Experience are assessed in the form of a 8,000 word dissertation which will replace the normal assessments for that module. The dissertation will be worth 20 credit points.

VII CATHOLIC TEACHER'S CERTIFICATE

Catholic students on the following degree and certificate programmes may qualify for the Catholic Teacher's Certificate through participation in designated Religious Education (RE) courses and School Experience. The Catholic Teacher's Certificate is not separately assessed.

<i>Programme</i>	<i>Qualifying course</i>
BEd	co-extensive with RE component of BEd programme
PGCE (Primary)	co-extensive with RE component of PGCE programme
PGCE (Secondary) in RE	co-extensive with RE component of PGCE programme
PGCE (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 only to Catholic Teacher's Certificate
Additional Teaching Qualification in RE	co-extensive with ATQRE programme

VIII CERTIFICATE IN RELIGIOUS EDUCATION BY DISTANCE LEARNING

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 modules of the course through distance mode. Each module has a credit value of 6 and is assessed by written assignment.

The compulsory modules 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 (Primary),
Story and Religious Development
Personal and Moral Development

Secondary:

Curriculum Development (Secondary),
Story and Religious Development (Primary),
Religious Development of Adolescents (Primary);

(Secondary),
(Secondary);

Options

In addition students take two modules 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 may 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 IX below.

Certificate in Community Work

The Certificate in Community Work 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.

Certificate in Counselling Skills

The Department of Adult and Continuing Education offers a course leading to a Certificate in Counselling Skills. Candidates will be expected to have experience of working with people in a helping relationship and to use that experience during the course. The duration of the course is one academic year of part-time study.

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

(a) 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.

(b) Minimum Requirement

The minimum requirement for the award of credits for a course shall be specified by the Department responsible for the course and given to students in writing at the beginning of the course. This requirement shall normally include a specified minimum level of compliance with departmental instructions in terms of attendance and completion of work and a specified minimum level of performance in assessed work and examinations including the end of course examination (if any).

Normally no grade points shall be awarded to a candidate who does not meet this minimum requirement. A candidate shall be refused admission to an end of course examination only if his or her level of compliance with departmental instructions and level of performance in assessed work and examinations prior to the end of course examination is such that the candidate could not be awarded at least a grade G for the course whatever the level of performance in the end of course examination.

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

Certificate of Higher Education (Continuing Education)

terms of (a) credit-bearing courses at various levels (b) grade points and (c) subjects relating to certificates, each set of requirements as defined hereunder:

(a) Credit bearing Courses

- (i) 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.
- (ii) 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.

(b) Grade Points

- (i) 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	N
	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
N:	No Credit

- (ii) 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.
- (iii) 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.
- (iv) 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.

(c) Certificate of Basic IT Competence

Every student must normally obtain the Certificate of Basic Information Technology Competence in his or her first year of study in order to qualify for an award covered by these regulations.

4. Designated Certificates

(a) Subjects Relating to Certificates

- (i) The Certificate of Higher Education (Continuing Education) may carry an additional 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.
- (ii) In a specifically designated certificate, certain of the core courses may be compulsory.
- (iii) 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.

(b) 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)

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	Music
Visual Arts	

Certificate of Higher Education (Continuing Education): European Civilisation

Qualifying subjects for this certificate are:

Celtic Studies	Literature Subjects
Classical Civilisation	Music
Education	Philosophy
European Languages	Modern Greek
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): Linguistic Studies

Qualifying subjects for this certificate are:

Arabic	Hindi and Urdu
Chinese (Mandarin)	Italian
Danish	Japanese
Dutch	Latin (Humanity)
Egyptian (Hieroglyphics)	Norwegian
French	Portuguese
Gaelic	Russian
German	Spanish
Greek (Modern)	Turkish

Qualifying courses must include at least two and not more than three of the above languages.

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): Environmental Science

Qualifying subjects for this certificate are:

Astronomy	Geography
Biology	Geology
Environmental Studies	

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 Modules 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 WORK

General Regulations

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

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.

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.

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.

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 CERTIFICATE IN COUNSELLING SKILLS

General Regulations

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

Admission

Admission to the course is based on application form, references and individual interview. Candidates will be expected to have experience of working with people in a helping relationship and to use that experience during the course. Successful candidates are likely to be currently working in such a setting.

Duration of Study

The duration of the course will be one academic year of part-time study, consisting of 120 hours of tuition. Each of the three terms will comprise one evening meeting per week and at least one Saturday meeting, in addition to individual tutorials.

Curriculum

The course will include the following: the nature of counselling and its relationship with other processes, e.g. advising, befriending; practical skills, e.g. listening and attending skills, effective challenging; theoretical frameworks relating to the individual in relationships; and an introduction to models of counselling, e.g. person-centred, Gestalt. Specialist areas of counselling - which illustrate theories in practice - will also be introduced. This section of the course will retain an element of flexibility in order to respond to the particular needs and interests of course participants but such specialist areas might include bereavement and loss; marital problems; sexual problems; and substance abuse.

Assessment and Progress

Progress of candidates will be monitored throughout the course by means of a range of course assignments, individual tutorials, and group work with the other course participants. Candidates will be assessed by means of continuous assessment and are required to perform satisfactorily in such course work for the award of the Certificate. Candidates will not normally be permitted to resubmit course assignments which contribute to the continuous assessment procedure. Candidates will normally be expected to have attended a minimum of 70% of teaching sessions on the course in order to be eligible for the award of the Certificate.

XIII 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 matriculated in the Faculty of Education. Students admitted to the Degree before October 2002 will continue to be matriculated in the Faculty of Engineering. Both groups of students should refer to the following Resolution and Regulations.

The provisions of the Resolution governing the Degrees of Bachelor of Technological Education and Bachelor of Technology Studies are as follows:

1. The following degrees may be conferred by the University of Glasgow:

Bachelor of Technological Education (B Tech Ed)

Bachelor of Technology Studies (B Tech S)

The following may also be conferred as other qualifications:

Diploma of Higher Education (Technology Studies)

Certificate of Higher Education (Technology Studies)

2. The Degree of Bachelor of Technological Education may be conferred 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.

3. 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.

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

(i) Bachelor of Technological Education with Honours *or*

(ii) Bachelor of Technology Studies with Honours *or*

(iii) Bachelor of Technological Education *or*

(iv) Bachelor of Technology Studies in General Technology *or*

(v) Diploma of Higher Education (Technology Studies) *or*

(vi) Certificate of Higher Education (Technology Studies) *or*

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 list.

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.

5. (a) Candidates may be exempted from part of the curriculum in accordance with the Regulations paragraph 12 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.

- (b) 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.
 - (c) In the case of candidates falling within the provisions of (b) examinations furth of Glasgow may constitute part of the Honours diet.
6. 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.
 7. The provision of this Resolution shall apply to all candidates. However, where it is to a candidate's advantage, candidates admitted before October 1998, will be permitted to be assessed under the provision of Resolution No 399 in the case of the degree of Bachelor of Technological Education.
 8. Resolution No 399 of the University Court of the University of Glasgow is hereby repealed, except in the case of candidates who enter into the curriculum of the first year level before October 1998.

REGULATIONS

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. Curriculum of an Individual Student

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.

3. Availability of Courses and Requirements for Admission and Readmission to Courses

(a) *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.

(b) *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.

(c) *Prerequisites and Co-requisites*

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

- (i) 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.
- (ii) The candidate must either have attended, or be concurrently attending, each co-requisite course.

(d) Readmission

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.

4. 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 at the start of the course concerned. Reasonable notice of any alteration to such instructions shall be given. Under the provisions of Regulation 5(b), a candidate who fails to comply with departmental instructions may be deemed not to have met the requirement for the award of credits.

5. Assessment

(a) Assessment Methods

A course may be assessed by examination paper(s), by dissertation, by coursework (including practical work, reports, and essays), by any other method approved by the Faculty, or by any combination of these methods.

The assessment method(s), and the weight accorded to each component of the assessment, shall be specified in the Course Documentation.

(b) Minimum Requirement for the Award of Credits

The minimum requirement for the award of credits for a course shall be specified by a department and given to students in writing at the beginning of the course (module). This requirement shall normally include a specified minimum level of compliance with departmental instructions in terms of attendance and completion of work and a specified minimum level of performance in assessed work and examinations including the end-of-course examination (if any). Normally no grade or credits shall be awarded to a candidate who does not meet this minimum requirement. A candidate shall be refused admission to an end-of-course examination only if his or her level of compliance with departmental instructions and level of performance in assessed work and examinations prior to the end-of-course examination is such that the candidate could not be awarded at least a grade G for the course (module) whatever the level of performance in the end-of-course examination.

(c) Exemption from the End-of-Course Examination

For courses where there is an end-of-course examination, departments may specify that students who have attained the specified minimum level of compliance with departmental instructions in terms of attendance and completion of work and a specified level of performance in assessed work and examinations other than the end-of-course examination, may be exempted from the end-of-course examination and awarded a grade on the basis of the work and examinations completed.

(d) Grades

Each candidate who has satisfied the minimum requirement for the award of credits for a course shall be awarded a grade. He or she shall earn the specified number of credits for the course, and a number of grade points which shall be the product of the number of credits and the grade points per credit according to the following table.

Each candidate who has not satisfied the minimum requirement for the course shall earn nothing.

The meaning of each grade and the corresponding number of grade points is given in the Code of Assessment, which is published in the Fees and General Information section of the University *Calendar*.

(e) Grade Point Averages

Each candidate's grade point average is defined to be the ratio of total grade points to total credits, calculated over all graded courses completed by the candidate; excepting that for the purposes of computing the grade point average, a candidate shall be entitled to discount any courses that are surplus to requirements.

(f) Resit Examinations

Candidates shall normally be required to sit any end-of-course (module) examination for a course (module) 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.

A candidate who is awarded a Grade A, B, C or D after the first diet of the end-of-course (module) examination for a course (module) 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. Any grade may be awarded at the resit examination provided that it is no lower than the original result.

6. 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 in an Honours curriculum are achievement of a grade point average of at least 10 together with minimum grade of E in every subject. For progression into the 4th year 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) Classes of Honours

There shall be four classes of Honours as follows for the Degrees of Bachelor of Technological Education and of Bachelor of Technology Studies to be called the First, Upper Second, Lower Second and Third Classes, respectively. The names of the candidates placed in each class shall be arranged in alphabetical order. Any of the degrees may be awarded as an unclassified Honours degree.

(d) 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 with a higher weighting normally being 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.

(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.

(f) Absence from Honours Final Examination

If a candidate, having duly completed the work of the Honours classes, is prevented by illness medically certified or other good cause from attending the Honours examination, or, having begun it, from completing *either*:

- (i) if at least two-thirds of the prescribed formal Honours examination, which may include an oral examination, has been completed, the examiners, having imposed, if they think fit, a test or tests, written or oral, alternative to the uncompleted part of the written examination, and having considered all the evidence available to them, may recommend that the candidate be placed in the appropriate class of Honours or be awarded the Pass Degree or the Ordinary Degree;

or

- (ii) if a lesser part or no part of the prescribed formal Honours examination has been completed, provided that in the opinion of the examiners the candidate would have reached at least the standard expected of students who obtain Second Class Honours, the examiners, who shall receive reports on the candidate's class work and shall consider all the evidence available to them, may recommend that the candidate be awarded an unclassified Honours Degree. If in their opinion the candidate would not have reached that standard the examiners may recommend the award of the Ordinary or Pass Degree. The consent of the candidate to the award of either the aegrotat, Ordinary or Pass Degree shall be required on the first occasion only. If the candidate refuses the recommended award on the first occasion, or if the examiners recommend neither an unclassified Honours nor an Ordinary or Pass Degree, then the candidate will be deemed not to have presented himself or herself for

examination.

7. 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.

8. 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.

9. Diploma of Higher Education (Technology Studies)

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

- (i) 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.
- (ii) at least 120 credits must be in courses in Technology subjects, or if exempted from year 1 60 credits in Technology subjects.
- (iii) the candidate must have a Grade Point Average of at least 8.5.

10. Certificate of Higher Education (Technology Studies)

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

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

11. Progress Requirements

- (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).
- (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*
- Professional Studies (Education) T1
- School Experience T1
- For students on the degree of Bachelor of Technology Studies in Technology and a Designated Subject*
- 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*
- Professional Studies (Education) T2
- School Experience T2
- For students on the degree of Bachelor of Technology Studies in Technology and a Designated Subject*
- 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*
- Professional Studies (Education) 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*
- Professional Studies (Education) T2
- School Experience 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 B 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*
- Professional Studies (Education) 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 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 Paragraph 5 of the Resolution and paragraph 6(b) of the Schedule.

- (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.

12. Exemption from Courses on the Basis of Previous Study

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

- (i) he or she has obtained 120 appropriate credits or equivalent;
- (ii) 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.

Candidates for the Bachelor of Technological Education must complete a Direct Entry Bridging Course specially arranged by the Faculty of Education.

REGULATIONS FOR COURSES

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

Curricula for the Honours and Ordinary Degree of Bachelor of Technological Education are available, though the Degree is normally awarded as an Honours degree. Exceptionally the Examiners may recommend the award of the Degree as a Pass Degree to candidates who have completed the Honours curriculum, but who have failed, in the final Honours assessment, to reach the standard required for Honours.

Course of Study

Year 1

The degree course has a fixed curriculum in its first three years.

Honours and Ordinary

Year 1

Credits

Compulsory Courses

Technology courses comprising:

Electricity and Electronics T1	20
Mathematics T1	30
Technology Design Workshop T1	40
Engineering Craft Workshops T1	30

Education courses comprising:

Professional Studies (Education) T1	10
School Experience T1	10

Student Progress after Year 1

Students may not progress to year 2 of the curriculum until they have achieved at least a grade D in Professional Studies (Education) T1 and School Experience T1 together with a grade point average of 10 and a minimum of grade E in all courses.

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

Honours and Ordinary

Year 2

Credits

Compulsory Courses

Technology courses comprising:

Mechanics T2	20
Electronics T2	20
Materials T2	20
Technology Design Workshop T2	20
Engineering Craft Workshop T2	30
Industrial Experience ¹	20

Education courses comprising:

Professional Studies (Education) T2	20
School Experience T2	20

¹ Industrial Experience may be completed at the end of year 2 or year 3.

<i>Year 2</i>	<i>Credits</i>
<i>Compulsory Courses</i>	
Direct Entrants' Bridging Course ²	10
Optional course	
Religious Education (Catholic) ³	

Student Progress after Year 2

Students may not progress to Year 3 of the curriculum until they achieved at least a grade D in Professional Studies (Education) T2 and School Experience 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 Professional Studies (Education) T2 and School Experience T2) may transfer to the Bachelor of Technology Studies Degree.

Honours and Ordinary

<i>Year 3</i>	<i>Credits</i>
<i>Compulsory Courses</i>	
Technology courses comprising:	
Understanding Energy T3	20
Engineering Systems and Robotics T3	20
Technology Design Workshop T3	30
Technology and Society T3	10
Industrial Experience ⁴	20
Education courses comprising:	
Professional Studies (Education) T3	20
School Experience T3	30

Progression to the Honours degree

Students may not progress to the Honours curriculum in Year 4 until they have achieved a grade point average of at least 10 and a minimum of grade D in all courses in year 3. No candidate will be admitted to Honours who fails to comply with this progress requirement within four academic Sessions after entry to the first year of the course, including periods of part-time study and suspension from study permitted by Paragraph 3 of the Regulations for the Degree, except at the discretion of the Examiners.

Progression to the Ordinary degree

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 admitted to the Ordinary Curriculum of Year 4. Candidates for the Ordinary degree curriculum must, normally have completed the requirements for Technology Design Workshop T3 and Industrial Experience and have performed satisfactorily in School Experience T3. They may not, normally, carry forward more than one element of Professional Studies (Education) T3 and more than thirty (30) credits in total of the elements of Technology T3.

Honours

<i>Year 4</i>	<i>Credits</i>
<i>Compulsory Courses</i>	
Project	
a combined technology and teaching research project	40
<i>or</i>	
a technology project	20
a teaching research project	20
Professional Studies (Education) T4	20
School Experience T4	40

² Direct Entrants' Bridging Course is compulsory only for direct entrants into second year.

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

⁴ Industrial Experience may be completed at the end of year 2 or year 3.

Special Courses - 30 credits chosen from:

Highway Planning and Design T4	10
Electronics Education Equipment T4	10
Sustainable Resources and the Environment T4	10
Operations Management T4	10
Application of Microprocessors to Consumer Products T4	10
Managerial and Organisational Contexts T4	10
Product Design Case Study T4	20
Technology Projects in Primary Schools T4	20

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

Ordinary

<i>Year 4</i>	<i>Credits</i>
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Compulsory Courses

Project	
a combined technology and teaching research project	20
<i>or</i>	
a technology project	10
a teaching research project	10
Professional Studies (Education) T4	20
School Experience T4	40

Special Courses (Optional)

Technology T4, comprising not more than 20 credits chosen from

Highway Planning and Design T4	10
Electronics Education Equipment T4	10
Sustainable Resources and the Environment T4	10
Operations Management T4	10
Application of Microprocessors to Consumer Products T4	10
Managerial and Organisational Contexts T4	10
Product Design Case Study T4	20

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

Regulations for the Course Leading to the Degree of Bachelor of Technology Studies in Technology and Management

Curricula for the General and Honours Degree of Bachelor of Technology Studies in Technology and Management are available depending on whether the period of study is for three or four years. Exceptionally the Examiners may recommend the award of the Degree as a Pass Degree to candidates who have completed the Honours curriculum, but who have failed, in the final Honours assessment, to reach the standard required for Honours.

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

Honours and General

<i>Year 1</i>	<i>Credits</i>
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Level 1 courses must be taken to a total of at least 120 credits

Compulsory Courses (Level1)

Technology Courses comprising:

Electricity and Electronics T1	20
Technology Design Workshop T1	40

Management Courses comprising:

Management 1	40
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Optional Courses (Level 1)

Students may take any courses for which they are eligible up to a value of at least 20 credits. However under normal circumstances students will be encouraged to consider Economics 1, Accountancy 1 or a similar related course.

Student Progress after Year 1

Students may not progress to year 2 of the curriculum unless they have achieved at least a grade D in all the compulsory courses of year 1, together with a grade point average of 10 and a minimum of grade E in all courses.

Honours and General

<i>Year 2</i>	<i>Credits</i>
Level 2 courses must be taken totalling 120 credits plus one other Level 1 course of 20 credits	
<i>Compulsory Courses (Level 2)</i>	
Technology Courses comprising:	
Electronics T2	20
Materials T2	20
Technology Design Workshop T2	20
Management Courses comprising of:	
Management 2	60
<i>Optional Courses (Level 1)</i>	
Mechanics T2	20

Student Progress after Year 2

Students may not progress to year 3 of the Honours curriculum unless they have achieved at least a grade D in all the Technology courses of year 2 and a grade B in Management 2, together with a grade point average of 10 and a minimum of grade E in all courses. Students who fail to meet the requirements for Honours may be eligible to transfer to the Bachelor of Technology Studies degree or can select courses from the Technology curriculum to complete the required credits for a degree in Technology Studies in General Technology.

Years 3 & 4

Technology courses selected from the following:

	<i>Credits</i>
Understanding Energy	20
Technology and Society	10
Sustainable Resources and the Environment (year 4 only)	10
Electronic Materials and Devices	10
Engineering Systems and Robotics	20
Technology Design Workshop	30
Product Design Case Study	20
Design Evaluation	20
Materials Forming and Selection	20
Technology Project (year 4 only)	40

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 Technology Design Workshop and/or the Technology Project.

Management courses as detailed below:

Four courses to be taken (two per year) from the following:

- Comparative Organisational Behaviour
- Human Resource Management
- International Management
- Managing Work and Employee Relations
- International Marketing and Strategy
- Marketing Communications
- Strategic Marketing
- Business Strategy
- Financial Management
- Management of Information Systems
- Supply Chain Logistics and Behaviour
- Understanding Business Process
- Applied Managerial Psychology
- Art of Influencing
- Small Business Placement

All Honours Courses are 30 credit courses and are subject to availability.

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

Curricula for the Degree of Bachelor of Technology Studies with Honours in Technology with a Designated Subject are available. Exceptionally the Examiners may recommend the award of the Degree as a Pass Degree to candidates who have completed the Honours curriculum, but who have failed, in the final Honours assessment, to reach the standard required for Honours.

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 1

Year 1 *Credits*

Level 1 courses to the value of at least 120 credits must be taken.

Compulsory Courses

Technology Courses comprising:

Electricity and Electronics T1	20
Mathematics T1	30
Technology Design Workshop T1	40

Optional Courses

Engineering Craft Workshops T1	30
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Educational Courses comprising.

Professional Studies (Education) T1	10
School Experience T1	10

Other Courses

Students may take any courses for which they are eligible to a value of at least 30 credits as agreed with the Adviser of Studies.

Student Progress after Year 1

Students may not progress to year 2 of the curriculum until they have achieved at least a grade of C in Technology Design Workshop T1 and Mathematics T1, together with a grade point average of 10 and a minimum of grade E in all courses.

If a student has achieved grade D in both Professional Studies (Education) T1 and School Experience T1 they may be eligible for transfer to the B Tech Ed degree.

Year 2 *Credits*

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

At least 120 credits must be taken for the year.

Compulsory Courses

Level 2 Courses

Technology Courses comprising:

Electronics T2	20
Materials T2	20
Technology Design Workshop T2	20

Level 1 Courses

Mechanics T2	20
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Designated Subject

Management 1	40
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or

Economics 1	40
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Student Progress after Year 2

Students may not progress to Honours unless they have achieved at least a grade of D in all the compulsory courses of Years 1 and 2 together with a grade point average of at least 10 and a minimum of grade E in all courses.

Year 3 *Credits*

Compulsory Courses

Management 2	60
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or

Economics Intermediate 2	60
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and

Courses to the value of 60 credits from the list of Technology courses.

Student Progress after Year 3

Students may not progress to year 4 of the curriculum unless they have achieved at least a grade D in all their courses and a grade B in Management 2 or a grade C in Economics Intermediate 2. Students who fail to achieve these progress requirements may transfer to the Bachelor of Technology Studies degree with Honours if they have achieved a grade D in all their subjects or they may graduate with Bachelor of Technology Studies in General Technology after three years if they have satisfied Regulation 8.

Students will choose courses to the value of 60 credits from the list of Technology options and 60 credits from the Management or Economic options.

<i>Year 4</i>	<i>Credits</i>
<i>Technology Courses</i>	
Understanding Energy	20
Sustainable Resources and the Environment (year 4 only)	10
Technology and Society	10
Electronic Materials and Devices	10
Application of Microelectronics in Consumer Products	10
Engineering Systems and Robotics	20
Technology Design Workshop	30
Product Design Case Study	20
Design Evaluation	20
Materials Forming and Selection	20
Technology Project (compulsory in year 4)	40

The above 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.

Regulations for the Course Leading to the Degree of Bachelor of Technology Studies with Honours and Bachelor of Technology Studies in General Technology

Curricula for the General and Honours Degree of Bachelor of Technology Studies are available depending on whether the period of study is for three or four years. Exceptionally the Examiners may recommend the award of the Degree as a Pass Degree to candidates who have completed the Honours curriculum, but who have failed, in the final Honours assessment, to reach the standard required for Honours.

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 1

Honours and General

<i>Year 1</i>	<i>Credits</i>
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Level 1 courses to the value of at least 120 credits must be taken.

Compulsory Courses

Technology Courses comprising:

Electricity and Electronics T1	20
Mathematics T1	30
Technology Design Workshop T1	40

Optional Courses

Engineering Craft Workshops T1	30
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Educational Courses comprising:

Professional Studies (Education) T1	10
School Experience T1	10

Other Courses

Students may take any courses for which they are eligible to a value of at least 30 credits as agreed with the Adviser of Studies.

Student Progress after Year 1

Students may not progress to year 2 of the curriculum until they have achieved at least a grade of E in all courses, together with a grade point average of 10.

Degrees of Bachelor of Technological Education & Bachelor of Technology Studies

Students who wish to transfer to the Bachelor of Technology Studies in Technology with a Designated Subject must achieve at least a grade of C in Technology Design Workshop T1 and Mathematics T1.

If a student has achieved grade D in both Professional Studies (Education) T1 and School Experience T1 they may be eligible for transfer to the B Tech Ed degree.

If a student has achieved at least a grade D in Level 1 of a course they may be eligible to continue with Level 2 of the course.

Honours and General

Year 2 *Credits*

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

At least 120 credits must be taken for the year.

Compulsory Courses

Level 2 Courses

Technology Courses comprising:

Electronics T2	20
Materials T2	20
Technology Design Workshop T2	20

Level 1 Course

Mechanics T2	20
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Optional Courses

Technology Courses comprising:

Engineering Craft Workshop T2	30
Industrial Experience	20

Educational Courses comprising:

Professional Studies (Education) T2	20
School Experience T2	20

Other Courses

Students may take any courses for which they are eligible to a value of at least 40 credits as agreed with the Adviser of Studies.

Student Progress after Year 2

Students may not progress to Honours unless they have achieved at least a grade of D in all the compulsory courses of Years 1 and 2 together with 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 Professional Studies (Education) T2 and School Experience T2 may be eligible for transfer to the B Tech Ed.

Years 3 and 4 of the course

Years 3 and 4 of the course are put together by choosing from List A and List B (both may vary from year to year) below to at least 120 credits in each year. A number of restrictions follow which must be observed when choosing options for the degree programme.

1. Normally at least 90 credits must be taken from List A in each year of the course.
2. The Technology Project is compulsory for the final year of the course.
3. '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.
4. Students may study a language, if they wish, in either year 3 or 4. The languages on offer are French, German, Italian and Spanish. Each course is worth 20 credits and would be studied instead of subjects in List B.
5. In years 3 and 4 instead of choosing subjects from List B, students may choose subjects from another Faculty. If this increases the student's workload significantly a pro rata reduction in credits from the List A may be acceptable.
6. After completion of year 3 students may graduate with a degree in Bachelor of Technology Studies in General Technology, providing they have successfully completed 360 credits, with at least 120 credits being Level 2 courses or above and have satisfied Regulations, paragraph 8.

List A

Honours and General

	<i>Credits</i>
Understanding Energy ⁵	20
Sustainable Resources and the Environment (year 4 only)	10
Technology and Society	10
Electronic Materials and Devices	10
Application of Microelectronics in Consumer Products	10
Engineering Systems and Robotics	20
Technology Design Workshop	30
Product Design Case Study	20
Design Evaluation	20
Materials Forming and Selection	20
Technology Project (compulsory in year 4)	40

List B

Honours and General

	<i>Credits</i>
Managerial and Organisational Contexts	10
Structure of Industry	10
Macroeconomics	10
Microeconomics	10
Marketing	10
Operations Management	10
Professional Studies (Engineering)	10
Financial Management	20

Students Progress After Year 3

Students may not progress to the Honours curriculum in Year 4 unless they have achieved a grade point average of at least 10 and a grade D in all examinable courses in year 3. Students who are studying courses from other Faculties and wish to continue with these must satisfy the requirements of the departments concerned.

⁵ Year 3 and Year 4 see note 3 above.