

## Part one: Programme Specification

### Course record information

Name and level of final award:	LLB (Honours) European Legal Studies The <i>LLB Honours European Legal Studies degree</i> is Bologna FQ-EHEA first cycle degree or diploma compatible.
Name and level of intermediate awards:	Diploma of HE Certificate of HE
Awarding body/institution:	University of Westminster
Status of awarding body/institution:	Recognised Body
Location of delivery:	Westminster Law School
Language of delivery and assessment:	English
Course/programme leader:	Julia Chrysostalis
Course URL:	<a href="http://westminster.ac.uk/about-us/schools/law">westminster.ac.uk/about-us/schools/law</a>
Mode and length of study:	Full-time
University of Westminster course code:	6004
JACS code:	
UCAS code:	M125
QAA subject benchmarking group:	LAW
Professional body accreditation:	Joint Academic Stage Board (SRA/BSB)
Date of course validation/review:	May 2013
Date of programme specification:	May 2013

### Admissions requirements

Qualification type	Grade/points
A Levels	ABC plus evidence of an aptitude for a European language other than English
International Baccalaureate	30 points plus evidence of an aptitude for a European language other than English
Edexcel BTEC Level 3 Extended Diploma	DDM plus evidence of an aptitude for a European language other than English

Access to HE Diploma	Pass with 45 credits at Level 3. 35 at Merit + plus evidence of an aptitude for a European language other than English
IELTS	6.00 overall with a score of at least 6.00 in all elements

We only consider General Studies and Critical Thinking as a fourth subject at A2 Level. Students may be invited to attend an interview.

### **International entry requirements**

We have extensive experience in evaluating non-UK qualifications, and in establishing their eligibility for entry to our courses. For country-specific qualification enquiries, email [course-enquiries@westminster.ac.uk](mailto:course-enquiries@westminster.ac.uk) or visit our International pages at [westminster.ac.uk/international](http://westminster.ac.uk/international)

You will need a good standard of English before starting your degree. If your first language and/or schooling is/was not in English, you will need a minimum IELTS score of 6.0, with a score of at least 6.0 in all elements, or a recognised equivalent. In some instances, the minimum IELTS score will be higher. Please check individual course entries. You do not need to take the test before applying, but before joining the course you will need to have attained one of the minimum test scores, and you may be asked to take one of our preparatory English courses.

### **Direct Entry to Year 2, 3 or 4**

Direct entry to Year 2, 3 or 4 is only possible in exceptional circumstances and requires successful completion of Level 4 or Levels 4 and 5 of a compatible course. Applicants will need to explain the desire to transfer with appropriate evidence of academic ability equivalent to the normal Level 4 entry requirements. All modules for the Level(s) studied elsewhere **must** be passed and we would ordinarily expect to see marks of 55% or above. If students are awaiting results any offer will be conditional

Admission to Year 4 is rarely granted. It is the student's responsibility to ensure that the necessary paperwork is completed by the previous Institution that verifies the completion of equivalent Foundation Subjects required by the JASB for a Qualifying Law Degree.

### **International Foundation Course**

We work in partnership with Kaplan International College London to provide Foundation Courses for international students who don't meet our Bachelor's degree entry requirements. Visit [kiclondon.org.uk](http://kiclondon.org.uk) for more information.

### **Aims of the course**

Law is an interesting and challenging discipline and law students need to be able to think about law in terms of its effect both on society generally and individuals within it. Increasingly the international dimension to legal study has become more important, across a wide range of legal areas, as the influence of the European Union and international organisations have become so significant.

Law impacts not just on our daily lives but the operation of Government at an international level with, for example, questions concerning the legality of the Iraq war and the extradition of terrorist suspects. Undergraduate study of the subject provides an opportunity to develop both a strong theoretical understanding of law in addition to the development of important practical skills. Law has both an academic and vocational dimension.

The LLB (Hons) European Legal Studies course offers a specialised programme of study allowing students to obtain a Qualifying Law Degree as well as an exciting and dynamic educational experience, which includes a year of studying law in Europe in one of the School's partner institutions under the Erasmus scheme.

Students will gain a thorough knowledge and understanding of the fundamental doctrines and principles that underpin the English, other European legal systems and beyond and will further enhance their European language skills whilst acquiring a better understanding of the contexts in which law operates in England and other European jurisdictions. The course also provides an opportunity to study a limited selection of options covering wide and diverse areas of law that are closely linked to staff research interests. In addition, the course enables students to add an international dimension to their studies through a further year of law study abroad in one of the School's partner institutions in Europe and overseas. Some of the study abroad is undertaken under the Erasmus+ scheme set up by the European Commission.

Students will develop a wide set of skills and abilities and develop their intellectual ability through critical evaluation of legal materials. In addition, studying abroad will enable students to develop a broad range of transferable skills, and communicate fluently with lawyers from civil law traditions. Students work in partnership with their tutors to develop an inquisitive approach to study. Career development skills are explicitly recognised and promoted and the overall aim of the School is to promote a stimulating, enjoyable and supportive learning environment.

### **Employment and further study opportunities**

Today's organisations need graduates with both good degrees and skills relevant to the workplace, i.e. employability skills. The University of Westminster is committed to developing employable graduates by ensuring that:

- Career development skills are embedded in all courses
- Opportunities for part-time work, placements and work-related learning activities are widely available to students
- Staff continue to widen and strengthen the University's links with employers in all sectors, involving them in curriculum design and encouraging their participation in other aspects of the University's career education and guidance provision
- Staff are provided with up-to-date data on labour market trends and employers' requirements, which will inform the service delivered to students.

A Law degree, particularly one with an international dimension, is viewed as a valuable asset by a large group of employers across a broad range of sectors both legal and non-legal. This course will prepare students for a variety of legal careers including practice as a barrister, solicitor, legal clerk, paralegal or legal executive. Our graduates also pursue careers in business, accountancy, the Civil Service, education and local government, amongst others.

Staff continue to widen and strengthen the University's links with employers in all sectors, involving them in curriculum design and encouraging their participation in other aspects of the University's career education and guidance provision.

The employment rate of law graduates from the University of Westminster has consistently been very high and Law has the highest employment rate in the University which in 2011 stood at 91.3%. In 2011, half of the graduating cohort entered further study whilst almost 40% progressed directly into work. Of those who entered employment, 66.5% of graduates secured graduate level employment in a variety of legal, paralegal and non-legal careers, including the financial services and public sectors. Students who progress to further study enrol on to both the Legal Practice Course and the Bar Professional Training Course whilst others proceed to postgraduate academic study e.g. an MA, LLM, MSc and increasingly an MPhil/PhD. Westminster Law School has numerous distinguished alumni within both branches of the legal profession.

### **Learning outcomes**

Studying law at undergraduate level involves the acquisition, analysis and application of both general and highly specialised knowledge from a wide range of sources. Students will need to develop a complex set of skills and a key element is how the interrelationship between skills and knowledge changes as students' progress through the four years of the course.

How students learn is important and there is a great difference between higher education and the learning that takes place in secondary schools and colleges. The key aspect is the transition from being a dependent learner towards a more autonomous style of learning.

This change will take place through the 4 years of the course with much greater guidance and direction in Year 1 than in Year 4.

Students will:

- act increasingly independently in researching, managing and synthesising diverse materials with appropriate support;
- reflect constructively on their own learning processes and feedback and develop a personalised learning strategy;
- take responsibility for learning and working in an adaptable and flexible manner;
- work co-operatively and effectively with others recognising and appreciating diversity;

- engage in the study of law and law-related topics in common with students from other European legal backgrounds during their Year Abroad.

### **Knowledge and understanding**

During the four years of the programme you will be expected to comprehend and analyse a huge volume of materials. Some will be explicitly primary legal materials such as judicial opinions and statutes from the UK, other European jurisdictions, EU and beyond but it will also include policy papers (such as Reports from a range of Government and other bodies), academic opinion and increasingly some material available through social media. Academic work can be also located within other disciplines including sociology, politics, history, psychology and economics, emphasising the interdisciplinary nature of legal study.

Students will:

- demonstrate knowledge and understanding of the core principles and concepts of the subject areas, including the principal features of the English legal system, other European legal systems, and the law of the European Union;
- indicate knowledge and understanding of the principles and values in a range of topics with in-depth knowledge of specialist chosen areas;
- evidence knowledge and understanding of the different contextual dimensions of areas of law;
- be able to evaluate and explain differences and similarities between legal subjects;
- be able to compare and explain differences and similarities between a codified legal system and a common law system, and engage in the comparative study of English and European jurisdictions;
- evidence knowledge and understanding of the law in its broader European context;
- where students already have competence in an another European language, demonstrate an enhanced knowledge of that language and its legal terminology;
- be able to communicate fluently with lawyers from civil law traditions.

### **Cognitive skills**

Coupled with the knowledge base is the development of a range of cognitive skills that will evolve through the different levels of the programme and enable interpretation and understanding of the knowledge that is acquired.

These represent the changes expected from students studying for a degree level subject. At its most simple this is the change from describing events or ideas to a level of critical evaluation.

Students will:

- explore, analyse and communicate the dynamic principles and concepts that underpin theoretical frameworks;

- critically evaluate a range of legal materials and contrast differing perspectives;
- demonstrate the ability to synthesise ideas and information and apply them to complex problems;
- demonstrate the ability to understand the specificities of English and civil law categories and the conceptual grammars with which legal rules are organised in different European jurisdictions;
- demonstrate an understanding of the implications of studying and practising law in a European/transnational context;
- demonstrate the ability to transfer information across the legal languages of different European jurisdictions.

### **Performance and practice**

It is increasingly important that students understand their own role in the learning process and reflect upon their performance as an individual and in concert with others.

Students will:

- use assessment instruments and feedback to evaluate their own performance;
- act ethically and responsibly.

### **Personal and Enabling Skills**

Students need to develop a wide range of personal skills that will serve them after graduation in a range of fields, whether in further study or employment.

Students will:

- develop and utilise a wide range of interpersonal and communication skills that are adaptable and applicable in different situations;
- understand the importance of living abroad for a year and of studying another European legal system in another European language;
- understand the importance of developing and maintaining a skill set that promotes employability;
- develop or enhance their knowledge of another European language.

### **Learning, teaching and assessment methods**

#### **Learning**

The LLB European Legal Studies programme is made up of a compulsory core of nine 30 credit modules and two 15 credit modules plus one 30 credit option modules, two 15 credit European language modules, and a year of studying law in Europe.

Of the nine 30 credit core modules, seven represent the Foundations of Legal Knowledge set out in the JASB Statement, while two are specific to the European Legal Studies programme and connected to the Year Abroad. The two 15 credit core modules provide the vehicle to deliver the key skills described below in the course skills strategy. The remainder of the modules are language modules, ordinarily required in view of the Year Abroad; and an option module, allowing students to

choose from a range of specialist areas that tie in with their own interests. In addition, students must complete the Year Abroad studying law in Europe in a satisfactory way. Students may be able to study through the medium of English in a certain number of partner institutions. Further to this, academic staff offer extra-curricular activities that provide an important contribution to academic, employability and personal development. Visiting academics from our partner institutions in Europe frequently visit the School and give lectures in their areas of expertise. Students are also encouraged to develop extracurricular activities both within and outside the Law School and to engage with specialist professional networks, such as the Franco-British Association of Lawyers, with which the School maintains links.

Students will develop a breadth and depth of legal understanding and skills competence, as well as confidence in their abilities. We promote reflection on performance and development in particular and provide specific assistance with this in Legal Skills and Process and in the Legal Professions and Legal Services Modules.

Although the LLB programme addresses similar skills in some modules, their substantive content addresses different areas of law. The programme has been clearly designed to ensure that modules at similar levels dovetail with respect to skills, development and modes of assessment. Each module will consider the substantive law, legal context, important theoretical perspectives and ethical issues relevant to that area.

The teaching team will provide a framework for understanding knowledge whilst requiring students to develop their skills of research, critical evaluation and analysis. Students are expected to find, analyse, interpret and apply law. Understanding law is far more than merely 'learning law'.

## **Teaching**

Students will encounter a range of different teaching methods including lectures, seminars, tutorials and one to one sessions. Contact time is used in a variety of ways including formal lectures, seminar-based discussion, delivery of class presentations, invited guest speakers and practical group exercises.

In the first year Legal Skills and Process module students are taught how to dissect essay and problem questions, how to undertake research to find relevant law, cases, academic opinion and other forms of authoritative evidence used to support arguments. They are shown how to cite and reference work correctly and how to develop their writing and other communication skills. In the substantive law subjects students will be required to evaluate and analyse legal materials and apply them in a range of situations. Teaching staff initiate and support discussions and students are encouraged to take control over their learning.

Legal Profession and Legal Services builds on the first year skills, introducing more specific career development and a wider understanding of the profession. The school

has a high level of research activity into the workings of the legal profession and the synthesis between research and teaching is brought out in this module.

In addition, in the European Legal Studies programme, we support the development of students' language skills (particularly in view of the Year Abroad) with European language modules (French, Spanish, Italian, and German) in Years 1 and 2. Moreover, in order to prepare students for studying law during their Year Abroad in Europe, the Civil Law and Legal Systems module provides students with an understanding of codified systems of law in the civil/Roman law tradition and encourages students to focus on the jurisdiction of the European country in which they will subsequently spend the year abroad. Further, the Civil Law and Legal Systems module encourages students to engage in a comparative study of English and European jurisdictions. During the Year Abroad, students go on to study a mixture of private law and public law topics in Italian, Spanish, French, German, and Swedish law, or European and International law, as well as law related topics, depending on the programme of study the host Law School offers. This enables students to study together with students of other European legal backgrounds, acquire a broader and deeper understanding of a codified legal system, and experience studying law in a transnational / European context. Where possible, we also encourage and support students in order to find short work placements in law firms while abroad. Finally, the summation and application of the year abroad is achieved by the completion of the compulsory European Legal Studies Dissertation in Law in Year 4 at level 6, in which students have the opportunity to undertake supervised research study of a topic they became interested in during the Year Abroad.

As students progress further through the degree they will be increasingly expected to act as an independent learner – someone who is able to identify their own points of strength and weakness and take the appropriate action to improve their performance. Staff are used to provide support and help at every step along the way whether in formal classes or as a Personal Academic Tutor.

### **The Course Skills Strategy**

Highly skilled graduates have flexibility and autonomy and an ability to react to changing circumstances. Knowledge has to be obtained, validated, interpreted and applied. Being able to quickly differentiate the reliability and authenticity of material is essential in the contemporary world. The course is designed to equip students with the set of skills they need to succeed in whatever career they choose. Skills are developed incrementally with support to ensure that students have a strong foundation.

### **Assessment**

Assessment is characteristically undertaken through examination and/or coursework. However, certain modules are assessed exclusively by coursework where the nature of the subject requires in-depth critical reflection rather than problem-solving under pressure.



The LLB programme has been structured, through the core modules, to apply a range of modes of assessment, ensuring the assessment of the range of required skills as well as knowledge. Consequently, there are required assessments of oral presentations, written coursework as well as formal examinations. We utilise both open and closed book exam formats and some modules operate in-class tests that provide quick feedback. The assessment strategy has been tailored to deliver the requirements of the QAA law benchmarking standards.

Each piece of module assessment is marked against a set of criteria that are set out in the module pro forma and the module handbook and/or the module Blackboard site. These explain what the assessment was designed to test and how. Criteria, which have been developed for each level, are used to determine the grade that the student will receive for that piece of work.

All modules that include an element of coursework will provide detailed feedback and students are encouraged to sit down with their tutors and discuss each piece of work and what is needed to improve their performance. Assessing student work and offering feedback, support and encouragement is a key role for all the lecturers.

### Course structure

This section shows the core and option modules available as part of the course and their credit value.

Full-time undergraduate students study 120 credits per year.

### Level 4

Students commence with a skills module that introduces them to both the English legal system and the skills needed for undergraduate study. This ensures that all students have the necessary skill set.

Students also study the three substantive subjects; Contract Law, Public Law and Tort Law for the entire year. In addition, students are ordinarily required to study a European language module.

Semester 1		Semester 2
Legal Skills and Process	1LAW401	European language 1**
Contract*	1LAW412	Contract ( <i>continued</i> )
Tort*	1LAW413	Tort ( <i>continued</i> )
Public Law*	1LAW499	Public Law ( <i>continued</i> )

\* Double modules 30 credits each, other modules 15 credits each.

\*\* Polylang language modules run throughout the year.

### Core Modules

Credit Level 4				
Module	Module title	Status	UK	ECTS

code			credit	
1LAW401	Legal Skills and Process	Core	15	7.5
1LAW412	Contract Law	Core	30	15
1LAW413	Tort Law	Core	30	15
1LAW499	Public Law	Core	30	15

## Level 5

Students commence with a skills module that provides an opportunity not only to reflect on their progress in Year 1 but also to start to think about careers and develop employability skills.

Students also study Criminal Law, EU Law and Civil Law and Legal Systems. In addition, students are ordinarily required to study a European language module.

Semester 1		Semester 2
Legal Profession and Legal Services	1LAW520	European language 2**
Criminal Law*	1LAW500	Criminal Law ( <i>continued</i> )
EU Law*	1LAW503	EU Law ( <i>continued</i> )
Civil Law and Legal Systems*	1LAW542	Civil Law ( <i>continued</i> )

\*Double modules 30 credits each. Other modules 15 credits each

\*\* Polylang language modules run throughout the year.

## Core Modules

Credit Level 5				
Module code	Module title	Status	UK credit	ECTS
1LAW520	Legal Profession and Legal Services	Core	15	7.5
1LAW500	Criminal Law	Core	30	15
1LAW503	EU Law	Core	30	15
1LAW542	Civil Law and Legal Systems	Core	30	15

## Year Abroad

Students enrolled on the LLB in European Legal Studies are required as part of their degree programmes to spend the whole of their third year studying law at one of our partner universities in Europe, and return to the University of Westminster for their fourth year.

Westminster Law School has student exchange arrangements under the Erasmus programme with the universities in Europe below. The figure in the bracket is the number of places available at each university. These arrangements are subject to change.

**Belgium\***      University of Antwerp (1)

<b>France</b>	University of Bordeaux IV - Montesquieu (2), University of Nancy II (1); University of Nice – Sophia Antipolis (2); University of Paris Ovest (Nanterre) (5) ; University of Toulouse – Capitole (2)
<b>Germany</b>	University of Trier (1); Free University Berlin (1)
<b>Greece*</b>	Kapodistrian University of Athens (2)
<b>Italy</b>	University of Turin (1); University of Bologna (1)
<b>Netherlands*</b>	University of Maastricht (3)
<b>Spain</b>	University of Alicante (1), University of Salamanca (2), University of Granada (2)
<b>Sweden*</b>	University of Lund (2); University of Stockholm (1)

\* courses offered in English.

Administration and financing of the scheme is such that students must go to a university where the Law School has an agreed link in Law.

To complete the year abroad in a satisfactory way, students must fulfil the academic requirements of the year abroad. These include spending the year abroad at a partner university in which they register and study an agreed diet of courses, completing the assessments, passing a certain number of credits, and obtaining a full transcript of the results attained. Further details of the academic requirements for the satisfactory completion of the year abroad can be found in Appendix 3. A 'full diet of courses' will be a normal year's work for the host University's own students, and in any case it will not exceed a total of 60 ECTS credits. The marks and credits of the year abroad are not exchangeable with Westminster credits and do not count towards the final degree and degree classification.

Academic recognition for the Year Abroad is provided in the student transcript by noting the partner institution that the student attended. Additional recognition is provided through a parallel University award, the Certificate of Achievement for the Year Abroad. This is based on two modules, each worth 60 credits (30 ECTS), corresponding to semesters 1 and 2 respectively of the student's Year Abroad experience. Both modules are assessed on a Pass/Fail basis. These modules will not appear on the student's LLB course transcript.

<b>Semester 1</b>		<b>Semester 2</b>	
Study Abroad Semester 1	LLAWS01	Study Abroad Semester 2	LLAWS02

<b>Study Abroad</b>				
<b>Module code</b>	<b>Module title</b>	<b>Status</b>	<b>UK credit</b>	<b>ECTS</b>
LLAWS01	Study Abroad Semester 1	Core	60	30
LLAWS02	Study Abroad Semester 2	Core	60	30

## Level 6

Students study three core modules at Level 6; Equity and Trusts, Land Law and the Dissertation in European Legal Studies. The fourth subject is an option selected from a wide range of options. There is one free double module slot at Level 6. Students can take a 15 credit free elective with planning and advice.

Semester 1		Semester 2
Equity and Trusts*	1LAW690	Equity and Trusts ( <i>continued</i> )
Land Law*	1LAW603	Land Law ( <i>continued</i> )
Dissertation in European Legal Studies*	1LAW695	Dissertation in ELS ( <i>continued</i> )
Option		Option/Free Elective

\* Double module 30 credits.

### Core Modules

Credit Level 6				
Module code	Module title	Status	UK credit	ECTS
1LAW690	Equity and Trusts	Core	30	15
1LAW603	Land Law	Core	30	15
1LAW695	Dissertation in European Legal Studies	Core	30	15

### Option Modules

Credit Level 6				
Module code	Module title	Status	UK credit	ECTS
1LAW600	Family Law	Option	30	15
1LAW615	Criminal Procedure and Evidence	Option	30	15
1LAW618	Philosophy of Law	Option	30	15
1LAW621	Commercial Law	Option	30	15
1LAW639	Dissertation	Option	30	15
1LAW642	Disability Law	Option	30	15
1LAW664	Law of Intellectual Property	Option	30	15
1LAW665	Employment Law	Option	30	15
1LAW666	Public International Law	Option	30	15
1LAW667	Entertainment Law	Option	30	15
1LAW668	Company Law	Option	30	15
1LAW675	Law of International Trade	Option	30	15
1LAW676	Media Law	Option	30	15
1LAW677	Elements of Taxation	Option	30	15
1LAW682	Environmental Law	Option	30	15
1LAW696	UN Human Rights	Option	30	15
1LAW698	Competition Law	Option	30	15
1LAW699	Human Rights in the UK	Option	30	15
LLAW604	Advanced Criminal Law	Option	30	15
LLAW605	Law and Religion	Option	30	15

## Academic regulations

The LLB Honours in European Legal Studies and its intermediate awards operate in accordance with the University's Academic Regulations and the Framework for Higher Education Qualifications in England, Wales and Northern Ireland published by the Quality Assurance Agency for Higher Education (QAA) in 2008.

All students should make sure that they access a copy of the current edition of the general University handbook called Essential Westminster, which is available at [westminster.ac.uk/essential-westminster](http://westminster.ac.uk/essential-westminster). The following regulations should be read in conjunction with Section 17: Modular Framework for Undergraduate Courses and relevant sections of the current Handbook of Academic Regulations, which is available at [westminster.ac.uk/academic-regulations](http://westminster.ac.uk/academic-regulations)

## Award

To qualify for the award of LLB (Hons) European Legal Studies, a student must have:

- obtained at least 360 credits including:
  - passed a minimum of 120 Credits at credit Level 4 or higher; and
  - passed a minimum of 120 Credits at credit Level 5 or higher; and
  - passed a minimum of 120 credits at credit Level 6 or higher.
- completed the Year Abroad in Europe in a satisfactory way;
- attempted modules with a maximum value of 330 credits at credit Levels 5 and 6; and
- satisfied the requirements contained within any course specific regulations for the relevant course scheme.

## Course Specific Regulations

The Course Handbook has full details of these course specific regulations.

- i. The module pass mark is 40% for all modules (core and option) at credit levels 4, 5 and 6.
- ii. Each element of assessment within the core modules has a qualifying mark of 35%. Students must therefore attempt all elements of assessment.

<b>Core modules – Foundations of Legal Study</b>
1LAW412 Contract Law
1LAW413 Tort Law
1LAW499 Public Law
1LAW500 Criminal Law
1LAW502 Land Law
1LAW503 EU Law
1LAW690 Equity and Trusts

1LAW401 Legal Skills and Process 1LAW520 Legal Profession and Legal Services
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<b>Core modules – course specific</b>
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1LAW542 Civil Law and Legal Systems 1LAW695 Dissertation in European Legal Studies
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- iii. Each final element of assessment within the option modules has a qualifying mark of at least 30%.

### **European language requirement**

- iv. Students are required to pass two European language modules. At the discretion of the Course Leader, which will be exercised in exceptional circumstances with evidence of prior study or experience, the language requirement may be waived.

### **Condoned credit and compensation**

- v. Condoned credit and compensation are not available to students on the LLB. Students are required to pass all modules in order to be eligible for the LLB award.

### **Module attempts**

- vi. Students are entitled to a maximum of three attempts to pass a core module. This includes a first attempt, a refer attempt and one further attempt under a new registration of the module (re-take).
- vii. A student who, following three attempts, has not successfully passed a core module(s) will no longer be eligible for the award of LLB and excluded from the course.
- viii. Option modules are subject to the University's regulations, which may, at the discretion of the relevant assessment board, permit a student a maximum of four assessment opportunities i.e. two attempts (studying with attendance) per module and two re-assessments in all or part of the module.

### **Progression**

- ix. In order to progress from level 4 to level 5, a full-time student must obtain a minimum of 90 credits at level 4.
- x. In order to progress from level 5 to level 6, a full-time student must obtain a minimum of 210 credits at level 4 or above, including a minimum of 90 credits at level 5 or above.
- xi. There are no progression requirements for part-time students.

### **Year Abroad**

- xii. Students must complete a year of study abroad in one of the School's partner Universities in a satisfactory manner.
- xiii. During the year of study abroad students are required to register for and attempt modules equivalent to a full-time study load. This will normally equate to 60 ECTS at the host institution. A student's diet of modules will be mapped out agreed and signed off by the student, the University of Westminster and the partner institution in a Learning Agreement.
- xiv. For students on a compulsory year abroad (LLB European Legal Studies, LLB Law with French Law), neither the credits nor the marks achieved on the year abroad will be exchangeable with University of Westminster credits or marks on their profiles on the Undergraduate degrees.

For students on an optional year abroad (LLB Law, BA Legal Studies), credits achieved during the year abroad may be transferred on their Undergraduate degrees provided they are at the required level of study.

- xv. In order to be deemed by the University of Westminster to have passed the year of study abroad, a student must meet the following requirements:
  - a. If studying in English at a partner institution, a student must pass a minimum of 50% across 60 ECTS (or module equivalent to a full time study abroad)
  - b. If studying in another language at a partner institution, a student must pass a minimum of 50% across 30 ECTS.

### **Certificate of Achievement for the Year Abroad**

- xvi. In addition, students undertaking the Year of study abroad will be registered for a Certificate of Special Study and required to successfully pass the requirements of the modules detailed below:
  - a. LLAWS01 Study Abroad Semester 1, 60 credits
  - b. LLAWS02 Study Abroad Semester 2, 60 credits
- xvii. The credit awarded for the above modules will not contribute to the final degree classification.

### **Recognition of the Year Abroad**

- xviii. Where a student successfully meets the pass requirements as outlined above and progresses to level 6 of their intended award, recognition of the year of study abroad will be:
  - a. detailed on the student's final University of Westminster transcript, noting the name of the host institution that the student attended;
  - b. through the award of the Certificate of Special Study; and

- c. through the transcript of results as issued by the host institution that the student attended.

<b>Time limits</b>	<b>Full time study</b>	<b>Part time study</b>
Cert HE	3	5
Dip HE	5	6
LLB (Hons) Law	6	6
BA (Hons) Legal Studies	6	8
LLB (Hons) Law incl placement/ year abroad	6	6

The class of the Honours degree awarded is decided by two criteria, the average of the best 105 credits passed at credit Level 6 being in the range of the class to be awarded, and the average of the next best 105 credits passed at credit Levels 5 and 6 provided the next best 105 credits passed are no more than one classification below this.

### **Support for students**

Upon arrival, an induction programme will introduce students to the staff responsible for the course, the campus on which they will be studying, the Library and IT facilities and to the Faculty Registry. Students will be provided with the Course Handbook, which provides detailed information about the course. Students are allocated a personal tutor who can provide advice and guidance on academic matters.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at their Faculty. Students can search the entire library collection online through the Library Search service to find and reserve printed books, and access electronic resources (databases, e-journals, e-books).

Students can choose to study in the libraries, which have areas for silent and group study, desktop computers, laptops for loan, photocopying and printing services. They can also choose from several computer rooms at each campus where desktop computers are available with the general and specialist software that supports the courses taught at their Faculty. Students can also securely connect their own laptops and mobile devices to the University wireless network.

The University uses a Virtual Learning Environment called Blackboard where students access their course materials, and can communicate and collaborate with staff and other students.

Westminster Law School organises a system of e-mentoring between students. The LLB has regular attendance checks and if problems arise, staff follow these up with advice and referral to other departments in the University. There is specific study abroad support, a dedicated Law Librarian and legal careers advice.

[Student Affairs](#) provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers and the chaplaincy providing multi-faith guidance. The Student Affairs Hub is located at 101



New Cavendish Street, Cavendish House (1<sup>st</sup> Floor), with an additional office located at the Harrow Campus.

<http://www.westminster.ac.uk/study/new-students/when-you-arrive>

The [University of Westminster Students' Union](http://www.uwsu.com/) also provides a range of facilities to support all students during their time at the University. <http://www.uwsu.com/>

## **Reference points for the course**

### **Internally**

This course has been designed to match the University's mission to provide education for professional life and meet the University's policies on learning and teaching and employability. The Course Structure follows the requirements of the modular framework and the academic regulations of the University.

- University of Westminster Law School Plan
- University of Westminster Learning and Teaching Strategy
- Westminster Law School Learning and Teaching Strategy

### **Externally**

The learning outcomes of the course, as detailed earlier, have been formulated in accordance with the specific QAA subject benchmarks for Law ([www.qaa.ac.uk](http://www.qaa.ac.uk))

### **Professional body accreditation**

- QAA Law benchmark statement 2007
- Joint Academic Studies Board Statement (Law Society and the General Council of the Bar)
- SEEC

## **Quality management and enhancement**

### **Course management**

All module leaders reflect annually on the effectiveness of the teaching and assessment strategy and propose changes to the Course Leader. Enhancements are developed at both module and Course level and recorded through the Annual Monitoring Process. The School runs various activities to identify and address ways of improving the design and delivery of its courses.

Annual Monitoring enables a reflective and proactive process of course development. All staff carry out annual appraisals and peer observation, and undertake staff development through course attendance and research activity. Events organised by the School Learning and Teaching Committee are attended in order to address current teaching, learning and assessment issues.

## **Course approval, monitoring and review**

The course was initially approved by a University Validation Panel in 2013. The panel included internal peers from the University and external subject specialists from academia and industry to ensure the comparability of the course to those offered in other universities and the relevance to employers. Periodic course review helps to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers.

The course is monitored each year by the Faculty to ensure it is running effectively and that issues which might affect the student experience have been appropriately addressed. Staff will consider evidence about the course, including the outcomes from each Course Committee, evidence of student progression and achievement and the reports from external examiners, to evaluate the effectiveness of the course. The Annual Monitoring Sub-Committee considers the Faculty action plans resulting from this process and the outcomes are reported to the Academic Council, which has overall responsibility for the maintenance of quality and standards in the University.

### **Student involvement in Quality Assurance and Enhancement**

Student feedback is important to the University and student views are taken seriously. Student feedback is gathered in a variety of ways. The most formal mechanism for feedback on the course is the Course Committee. Student representatives will be elected to sit on the Committee to represent the views of their peer group in various discussions. The University and the Students' Union work together to provide a full induction to the role of the course committee.

All students are invited to complete a Module Feedback Questionnaire before the end of each module. The feedback from this will inform the module leader on the effectiveness of the module and highlight areas that could be enhanced. The University also has an annual Student Experience Survey, which elicits feedback from students about their course and University experience.

Students meet with review panels when the periodic review of the course is conducted to provide oral feedback on their experience on the course. Student feedback from course committees is part of the Faculty's' quality assurance evidence base.

#### **For more information about this course:**

Course Director: Jochim Dymott, [j.dymott@westminster.ac.uk](mailto:j.dymott@westminster.ac.uk)

Admissions Tutor: Jeanette Nicholas, [j.nicholas02@westminster.ac.uk](mailto:j.nicholas02@westminster.ac.uk)

Westminster Law School webpage [westminster.ac.uk/about-us/schools/law](http://westminster.ac.uk/about-us/schools/law)

**Please note:** This programme specification provides a concise summary of the main features of the course and the learning outcomes that a student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. This specification should be read in conjunction with the Course Handbook provided to students and Module Handbooks, which provide more detailed information on the specific learning outcomes, content, teaching, learning and assessment methods for each module.

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