

## PROGRAMME SPECIFICATION

### Course record information

Name and level of final award:	BA Politics and International Relations (Honours)
Name and level of intermediate awards:	Diploma of Higher Education Certificate of Higher Education
Awarding body/institution:	University of Westminster
Teaching Institution:	
Status of awarding body/institution:	Recognised Body
Location of delivery:	
Language of delivery and assessment:	English
Mode, length of study and normal starting month:	Three years full time,
<a href="#">QAA subject benchmarking group(s)</a> :	Politics and International Relations <a href="http://qaa.ac.uk/en/Publications/Documents/Subject-benchmark-statement-Politics-and-international-relations.pdf">qaa.ac.uk/en/Publications/Documents/Subject-benchmark-statement-Politics-and-international-relations.pdf</a>
Professional statutory or regulatory body:	
Date of course validation/review:	
Date of programme specification approval:	
Valid for cohorts :	2016/17 level 4/5, 2017/18 level 4,5 and 6
Course Leader	TBC
UCAS code and URL:	L290  <a href="http://westminster.ac.uk/courses/politics-and-international-relations">westminster.ac.uk/courses/politics-and-international-relations</a>

## **What are the minimum entry requirements for the course?**

There are standard minimum [entry requirements](#) for all undergraduate courses. Students are advised to check the standard requirements for the most up-to-date information.

[westminster.ac.uk/courses/undergraduate/how-to-apply](http://westminster.ac.uk/courses/undergraduate/how-to-apply)

For most courses a decision will be made on the basis of your application form alone. However, for some courses the selection process may include an interview to demonstrate your strengths in addition to any formal entry requirements.

More information can be found here: [westminster.ac.uk/courses/undergraduate/how-to-apply](http://westminster.ac.uk/courses/undergraduate/how-to-apply)

## **Aims of the course**

The BA Politics and International Relations programme has been designed to provide a comprehensive understanding of human political relations in all their complex manifestations. Politics encompasses philosophical, theoretical, institutional and issue-based concerns relating to governance. While International relations shares these interests, it directs its attention to the regional and global levels of political activity. Its seminal concerns include globalisation and associated phenomena, patterns of conflict and cooperation between states, and the shift from 'anarchy' in the global sphere to coordination through intergovernmental organisations and the development of transnational non-state actors, such as corporations and groups based in civil society.

The BA Politics and International Relations programme therefore places questions of political and international order and decision-making at the centre of student learning.

It aims to develop knowledge and understanding of political values, motivations, aims, means, processes and outcomes. From the outset, the programme engages students with the interactions between people, ideas and institutions in order to understand how political power works in practice. Students are familiarised with the varied analytical and physical locations of political agency, including ideational, discourse, local, sectoral, national, and regional and global. They explore the challenges of traditional and emerging geopolitics and questions of governance, democracy and human rights in a post-colonial world. The ways in which political values are established and contested and the distribution of political resources links to key questions of political power, privilege, rights, ethics, identity, justice, order, conflict, legitimacy, accountability, obligation, sovereignty, mediation, security, governance and decision-making.

The BA Politics and International Relations programme is diverse and wide-ranging but offers particular expertise in classical, critical, and applied political thought; post-Cold War geostrategy, foreign policy and security; institutional and comparative politics and policy-making; contested concepts and practices of ethics and sovereignty; post-colonial politics and regional studies of Europe, the Middle East, Asia and Africa. As cognate disciplines, the boundaries of Politics and International Relations are fluid and dynamic and the programme reflects this through a systematic engagement with relevant interdisciplinary fields including development studies, sociology, cultural studies, behavioural psychology, philosophy, geography and political economy.

Our teaching programme is structured to support students' transition to higher education and progression through each academic year, culminating in the successful completion of the BA Politics and International Relations programme. The first-year programme provides an introduction to key concepts and structures of government and how these impact on political behaviour and decision-making. It also embeds the study of politics and international relations

in a wider context by providing a grounding in development studies. There is a focus on creative and critical thinking as students apply their knowledge to themes such as our changing democracy, problems of global governance and the politics of immigration. In the second year students deepen their understanding of theoretical approaches and learn to apply these within a wide range of option modules. At this stage the programme fosters a critical awareness of conflicting narratives of the state and of governance, particularly since the Cold War, in relation to society and to the international community. Through a choice of country and regional studies it also develops knowledge and understanding of different political systems; the nature and distribution of power within and between them; the social, economic, historical and cultural contexts within which they operate; and the relationships between them. There is also an introduction to research methods for academic and professional purposes and a focus on analytical methods such as comparative method. In the final year students may opt to tailor their degree to a more 'academic' pathway or a more 'professional' pathway, completing either a traditional academic dissertation or a professionally-oriented research report. In the third year the programme revolves around linked studies of postcolonial theory and practice, ethics and morality in international relations, and the contestation of sovereignty. These may be accompanied by a range of options with interdisciplinary and contemporary relevance.

The BA Politics and International Relations programme incorporates a strong commitment to students' personal and professional development and aims to create competent graduates with a competitive advantage in today's employment market. We have a longstanding tradition of innovative research and high quality research-engaged teaching. Students are recognised as co-creators of knowledge and this is reflected in participative learning methods, peer consultation in the development of assessments, assessment tasks and extracurricular activities. We seek to work with students' motivation to 'make a difference', encouraging students to volunteer and to consider the contributions that they can make as part of an academic community, both within the university and the global community more broadly. Our students join us from all over the world and we encourage students to examine future opportunities as well as challenges of global politics. We offer well-established international exchanges and international fieldtrips. In the second year of study, students may opt to take an internship module, combining study with an internship placement. Alternatively, they may study abroad for a semester. In their final year, students may choose a 'short burst' module allowing them to attend a short, intensive teaching module offered by our partner institutions in India/Turkey, or to conduct fieldwork as a team for a period of two weeks at one of the University of Westminster's international partners. Such activities are designed to broaden students' experience and improve their skills in intercultural relations and applied research, as well as to develop their personal awareness of moral questions of equality, ethics and global responsibility.

Throughout the programme a focus on skills development accompanies a rigorous academic approach to learning. Personal and professional skills are actively developed through in-class training delivered by the learning and teaching teams and expert guests; a variety of innovative assessments; departmental events and away-days; and field trips. Our central London location gives us access to sites of government, specialist resources, museums and places of interest. As a department, we maintain excellent links to employers. Graduates in Politics go on to develop careers in various sectors, including the Civil Service, NGOs, international organisations such as the EU or UN, policy and research, teaching, journalism and many can be found working directly in the field of politics.

### **What will you be expected to achieve?**

Learning outcomes are statements on what successful students have achieved as the result of learning. These are threshold statements of achievement the learning outcomes broadly fall into four categories:

- The overall **knowledge and understanding** you will gain from your course (KU).
- **Graduate attributes** are characteristics that you will have developed during the duration of your course (GA).
- **Professional and personal practice learning outcomes** are specific skills that you will be expected to have gained on successful completion of the course (PPP)
- **Key transferable skills** that you will be expected to have gained on successful completion of the course. (KTS)

Level 4 learning outcomes

#### **Upon completion of level 4 you will be able to demonstrate:**

**L4.1** - An ability to identify the primary characteristics of Politics and International Relations as scholarly disciplines, informed by key theories and political concepts, in the context of cognate disciplines (KU).

**L4.2** - Competence in identifying and distinguishing a variety of approaches to the study of Politics and International Relations, which may conflict with one another (KU).

**L4.3** - The ability to evaluate the role of historical, structural, cultural and ideational dimensions of domestic and international political processes, in theory and in practice (KU).

**L4.4** - An awareness of a relationship between political ideas and political agency and behaviour, both in domestic and international fora (KU).

**L4.5** - An awareness of different territorial and geostrategic locations of political agency, and of their interactions (KU).

**L4.6** - Recognition of the value of critical thinking in assessing the diverse range of scholarly traditions and interests within Politics and International Relations (GA).

**L4.7** - Awareness of the importance of information literacy and library skills for studying and researching Politics and International Relations (PPP).

**L4.8** - An ability to take responsibility for their studies and professional development, especially as it relates to personal development planning (PDP) within a digitally networked world, evidenced in the successful transition to the demands and expectations of university level study in Politics and International Relations (PPP).

**L4.9** - The ability to develop and sustain well-justified political arguments through a range of media including writing, public speaking, political debating and online blogging forums (GA).

#### Level 5 learning outcomes

##### **Upon completion of level 5 you will be able to demonstrate:**

**L5.1** - A detailed understanding of the contemporary agenda of global security and the key issues in the study of contemporary politics and international relations in the context of cognate disciplines (KU).

**L5.2** - An awareness of the key theoretical traditions in Politics and International Relations, their elaboration by key theorists, and their contribution to the analysis of phenomena relating to Politics and International Relations (KU).

**L5.3** - A critical awareness of conflicting narratives of the state, governance, security and geopolitics, particularly since the Cold War, in relation to society and to the international community (KU).

**L5.4** - Knowledge and understanding of different political systems and the regional dynamics of International Relations, with specific focus on the politics of Europe, the Middle East, Asia and Africa (KU).

**L5.5** - An understanding of the responsibilities of global citizenship, especially as it relates to conceptions of civic responsibility and global engagement through cross-cultural and cross-national perspectives (KU).

**L5.6** - An appreciation of the role of social science methodologies, particularly comparative method, and of political research skills in the research process (GA).

**L5.7** - An understanding of the varieties of approaches to constructing and interpreting the international system, especially through concepts and theories derived from the social sciences (KU).

**L5.8** - An ability to locate, organise and successfully complete a work placement or internship in an appropriate organisational setting (KTS).

**L5.9** - The ability to use communication and information technology, including audio-visual technology, for the retrieval and presentation of information, including, where appropriate, statistical or numerical information, and to synthesise material from a wide range of sources in academic and professionally relevant tasks (GA).

#### Level 6 learning outcomes

##### **Upon completion of level 6 you will be able to demonstrate:**

**L6.1** - A mature, differentiated understanding of the nature and significance of politics as a human activity (GA).

**L6.2** - Understanding of the primary characteristics of sovereignty as a contested concept and practice within Politics and International Relations and to link these to the changing frontiers of 'identity' and 'belonging' within local, national and global communities (KU).

**L6.3** - The ability to analyse critically a range of normative, ethical and behavioural issues in the study of Politics and International Relations in the context of cognate disciplines (KU).

**L6.4** - A detailed understanding of critical approaches in Politics and International Relations theory, their elaboration by key theorists, and their contribution to political analysis (KU).

**L6.5** - An awareness of the dynamic nature of politics and international relations, particularly as it relates to questions of violence, gender, race, nation and statehood (KU).

**L6.6** - The ability, under limited supervision, to conduct independent political research, applying theoretical and conceptual approaches within Politics and International Relations to 'real world' events and emerging challenges, informed by appropriate research methodologies and theoretical frameworks, and to communicate findings effectively in written and spoken forms (GA).

**L6.7** - An appropriate range of analytical and professionally relevant skills, including group work, to facilitate access to employment or further study and an awareness of the potential opportunities open to graduates of social science disciplines (KTS).

**L6.8** - An ability to reflect on individual performance and respond to constructive criticism, evidenced by engagement with feedback and guidance as part of a resilient learning culture fostered throughout the degree (KTS).

### **How will you learn?**

The BA Politics and International Relations programme is designed to place supported independent learning at the heart of the curriculum. Our learning environment is structured to enable students to address social, political and international issues in a way that is both relevant and creative. Our active learning sessions incorporate the transmission of 'facts' but are more concerned with learning to critically evaluate political interactions in all their manifestations. We provide a learning environment that encourages students to reflect on key concepts, issues and problems beyond the formal classroom environment. We encourage our students to 'own' the classroom and this is reflected in the fact that we have adopted a model of learning which values student enquiry as the primary focus on all our modules.

Students taking the BA Politics and International Relations course will be encouraged to take responsibility for their academic and professional choices throughout their studies. Each undergraduate module will offer a different experience of learning, with academic staff designing the teaching activities to suit the particular learning outcomes of each subject rather than following a standardised formula. Our Learning Futures curriculum is designed to demonstrate clear progression in knowledge and understanding at each of the key stages of the BA Politics and International Relations degree. By the end of their programme, Politics students will be equipped to take responsibility for their lifelong learning and future professional development.

Each module on the undergraduate programme has its own characteristic teaching and learning features that are appropriate to the particular subject matter (e.g. small group work, problem-based tutorials, review sessions, workshops, symposia, debates, Q&A sessions, document analysis sessions, structured role-plays). The Department of Politics and International Relations seeks to encourage both staff- and peer-led activities where students learn from one another within a co-operative and intellectually exciting atmosphere. Although many of our undergraduate modules include formal lectures (including many from scholars, partners and leaders from outside the University), the emphasis throughout is on learning through interactive group work in seminars, tutorials, workshops and symposiums. Many of our modules are designed to establish authentic learning tasks and we model many of our learning activities on 'real-world' approaches.

Our approach to learning and teaching enables students to develop a series of key transferable skills that will benefit them in their future professional life. Our teaching philosophy is oriented to developing student capacity to work independently as well as in groups, to enable students to make use of a full range of resources and techniques in developing graduate level skills. Students are thus encouraged to evaluate their own development and performance in a supportive and constructive learning environment.

A number of innovative and distinct learning environments and experiences are offered to students on the BA Politics and International Relations, including:

**Lectures:** *Lectures involve presentations by academic staff, policy-makers and/or external speakers. Many lectures involve an interactive and/or 'blended learning' element and we encourage students to participate fully in lectures, either by responding to questions or posing their own questions.*

**Seminars:** *Seminars are informal teaching/discussion sessions in smaller groups and involve greater interaction with the lecturer and with small peer groups.*

**Tutorials:** *In a tutorial students meet with their tutor either individually or as a part of a small group. Tutorials provide an opportunity to discuss problems and issues and make informal presentations.*

**Workshops:** *Many modules will offer interactive workshops that allow students to explore a topic, theme or subject through their own knowledge and informed analysis of a problem.*

**Symposiums:** *Allow students to present an authoritative position in relation to a topic, theme or subject. Students are asked to take an active lead in planning a symposium and key transferable skills are developed (e.g. communication, time management, planning).*

**Reading groups:** *Provide students with the opportunity to respond and interact with a set text or reading. These semi-structured discussions are an excellent opportunity for students to evaluate key ideas, texts and concepts.*

**Role-plays and political simulations:** *Offer students the opportunity to apply theory to practice. Students are encouraged to explore key ideas, themes, and concepts through games and simulations.*

**Fieldtrips:** *Students may undertake fieldwork or visit relevant international organisations or research establishments as part of their studies.*

**International exchanges:** *Students will be able to take part in international exchanges through our study abroad programme and/or our international fieldtrips.*

**Internships and work placements:** *With an accredited internship programme students can complete a work placement for credit. In addition, we are able to offer students further support in developing their work profile through the University's Career Development Centre.*

## **How will you be assessed?**

The BA Politics and International Relations programme offers a variety of assessment methods that aims to develop graduates who are open to critical thinking, effective at communication, independent and reasoned in professional life, and ethical in their global outlook.

Varying assessment activities can help to motivate students with an increasingly diverse range of experiences, learning styles and competencies. We have adopted a mixture of assessment types in an attempt to reduce over-assessment and ensure that students develop a broader range of skills for professional success than would be transferred by traditional assessment methods alone.

Our external examiners routinely comment on how successful and innovative our portfolio of course assessments are. We have developed our assessment framework to ensure that Learning Outcomes are 'joined up' to reflect the importance of formative, summative and synoptic approaches.

In designing the assessment strategy for BA Politics the course team has sought to ensure a balance between traditional and innovative forms of assessment. In this regard, our students would typically be exposed to the following forms of assessment:

- Essays
- Examinations
- Blogs/Wikis
- Policy Reports
- Individual Presentations
- Group Presentations
- Debates
- Roleplays
- Interviews
- Project Work
- Critical Reflections
- Journals and logbooks
- Self assessment
- Peer assessment
- Oral defences
- Dissertations
- Professional Reports
- Book reviews
- Posters
- Simulations/Games
- Multimedia Films
- Learning Portfolios

A unique feature of our assessment strategy for the BA Politics and International Relations course) is its emphasis on authentic engagement with 'real-world' tasks. Our authentic assessment strategies are strongly linked to policy tasks, research skills and the development of graduate attributes that enable a student to develop 'job-ready' skills alongside traditional academic skills. For this reason, we have mapped our assessment on both core and optional modules to ensure a good balance between formative, summative and synoptic methods.



Academic staff recognise that traditional exams/essays are sometimes not the only means by which module leaders could assess higher order analytical, diagnostic, comprehension, imaginative, and critical thinking skills. We acknowledge the continued importance of exams in consolidating breadth in knowledge and depth of analytical understanding, but our assessment strategy aims to establish a differentiated basis for students' development in their progression through levels 4-6 of the programme. To achieve this we have designed sensitive methods of continual assessment that allow us to synoptically achieve broader course aims and objectives. Continual assessment methods include delivering written project work, marked oral and written presentations, book reviews, essays, and the final-year dissertation.

We have made a conscious effort to standardise assessment within the programme and benchmarked our assessment strategy against the Faculty of Social Sciences and Humanities Assessment Tariff policy. As a result of this, each 20-credit module will contain similar assessment expectations and students are informed of the typical time and effort expectations for completing coursework.

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

University of Westminster graduates will be able to demonstrate the following five Graduate Attributes:

- Critical and creative thinkers
- Literate and effective communicator
- Entrepreneuria
- |
- Global in outlook and engaged in communities
- Social, ethically and environmentally aware

University of Westminster courses capitalise on the benefits that London as a global city and as a major creative, intellectual and technology hub has to offer for the learning environment and experience of our students.

The BA Politics and International Relations programme aims to create graduates who are leaders in professional life, globally engaged and lifelong learners.

## 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. Course structures can be subject to change each academic year following feedback from a variety of sources.

Credit Level 4				
Module code	Module title	Status	UK credit	ECTS
4PIRS006W	POLITICAL IDEAS IN ACTION	Core	40	20
4PIRS005W	INTRODUCTION TO INTERNATIONAL RELATIONS AND GLOBAL POLITICS	Core	40	20
4PIRS003W	DILEMMAS OF INTERNATIONAL DEVELOPMENT	Core	20	10
4PIRS002W	DEMOCRACY IN CRISIS	Option	20	10
4PIRS004W	GLOBAL GOVERNANCE AND THE STATE	Option	20	10
4PIRS007W	THE GLOBAL POLITICS OF MIGRATION	Option	20	10
4PIRS001W	BRITISH POLITICS	Option	20	10
	Plus Westminster Electives			
<b>Award of Certificate of Higher Education available</b>				
Credit Level 5				
Module code	Module title	Status	UK credit	ECTS
5PIRS017W	THEORISING POLITICS AND INTERNATIONAL RELATIONS	Core	20	10
5PIRS008W	GOVERNANCE IN EUROPE: COMPARATIVE AND MULTILEVEL PERSPECTIVES	Core	20	10
5PIRS007W	GLOBAL SECURITY	Core	20	10
5PIRS018W	DOING POLITICAL RESEARCH: PROJECT MANAGEMENT IN THE SOCIAL SCIENCES	Core	20	10
5PIRS004W	ENVIRONMENTAL POLITICS	Option	20	10
5PIRS010W	MIDDLE EAST POLITICS	Option	20	10
5PIRS016W	THE EUROPEAN UNION AS A REGIONAL POWER	Option	20	10
5PIRS003W	THE POLITICS OF KILLING	Option	20	10
5PIRS001W	ASIA, AFRICA AND LATIN AMERICA: DYNAMISM AND CHANGE IN THE GLOBAL SOUTH	Option	20	10
5PIRS013W	POLITICS AND SOCIETY IN 21 <sup>ST</sup> CENTURY AMERICA	Option	20	10
5PIRS015W	QUESTIONING RIGHTS	Option	20	10
5PIRS002W	DEMOCRATIC INNOVATIONS	Option	20	10
5PIRS005W	GEOPOLITICS	Option	20	10
5PIRS014W	POWER AND THE STATE	Option	20	10
5PIRS012W	INTERNSHIP	Option	20	10
5PIRS009W	LEARNING IN AN INTERNATIONAL ENVIRONMENT: A SHORT- BURST MODULE	Option	20	10
5PIRS006W	GLOBAL POLITICAL ECONOMY	Option	20	10
5PIRS011W	POLITICAL ECONOMY OF DEVELOPMENT	Option	20	10
	Plus Westminster Electives			
<b>Award of Diploma of Higher Education or Foundation Degree available</b>				

Credit Level 6				
Module code	Module title	Status	UK credit	ECTS
6PIRS013W	POSTCOLONIAL POLITICS AND INTERNATIONAL RELATIONS	Core	20	10
6PIRS006W/ 6PIRS003W	ETHICS, MORALITY AND WORLD ORDER(S) <b>OR</b> CONTESTED SOVEREIGNTY: JURISDICTION AND POWER IN CONTEMPORARY INTERNATIONAL RELATIONS	Core	20	10
6PIRS005W/ 6PIRS014W	DISSERTATION <b>OR</b> PROFESSIONAL REPORT	Core	20	10
6PIRS004W	DIGITAL POLITICS	Option	20	10
6PIRS017W	SOCIAL AND POLITICAL MOVEMENTS IN A GLOBALISING WORLD	Option	20	10
6PIRS016W	SECURITY AND THE SURVEILLANCE STATE	Option	20	10
6PIRS002W	AMERICAN POWER IN A MULTIPOLAR WORLD	Option	20	10
6PIRS012W	POLITICAL PSYCHOLOGY	Option	20	10
6PIRS009W	GENDER AND POLITICS	Option	20	10
6PIRS015W	RADICAL DEMOCRACY	Option	20	10
6PIRS008W	FOREIGN POLICY AND DIPLOMACY IN A CHANGING WOLRD	Option	20	10
6PIRS001W	ADVANCED READINGS IN CONTEMPORARY POLITICAL THEORY	Option	20	10
6PIRS010W	HUMANITARIAN INTERVENTION	Option	20	10
6PIRS007W	EQUALITY, JUSTICE AND CITIZENSHIP	Option	20	10
6PIRS011W	POLICY AND PRACTICE	Option	20	10
6PIRS019W	THEMES IN DEVELOPMENT: COMPARATIVE/REGIONAL PERSPECTIVES	Option	20	10
6PIRS006W	ETHICS, MORALITY AND WORLD ORDER(S)	Option	20	10
6PIRS003W	CONTESTED SOVEREIGNTY: JURISDICTION AND POWER IN CONTEMPORARY INTERNATIONAL RELATIONS	Option	20	10
6PIRS018W	SPECIAL TOPIC MODULE IN POLITICS AND INTERNATIONAL RELATIONS	Option	20	10
	Plus Westminster Electives	Option		
<b>Award /BA/BSc/LLB available</b>				
<b>Award /BA Honours/BSc Honours available.</b>				

Please note: Not all option modules will necessarily be offered in any one year; a core module from another course within the Programme offered by the Department (BA Politics, BA IR, BA Politics and IR, and BA IR and Development) may be taken as an option.

### Academic Regulations

The current Handbook of Academic Regulations is available at [westminster.ac.uk/academic-regulations](http://westminster.ac.uk/academic-regulations)

## **How will you be supported in your studies?**

### **Course Management**

**Course Leader for BA Politics and International Relations:** (TBC)

**Head of Department, Politics and International Relations:** Dr Dibyesh Anand, reader in International Relations.

**Senior Tutor for Politics and International Relations:** Rob Macmaster, principal lecturer in Politics.

### **Academic Support**

Upon arrival, an induction programme will introduce you to the staff responsible for the course, the campus on which you will be studying, the library and IT facilities, additional support available and to your Faculty Registry Office. You will be provided with the Course Handbook, which provides detailed information about the course. Each course has a course leader or Director of Studies. All students enrolled on a full-time course and part time students registered for more than 60 credits a year have a personal tutor, who provides advice and guidance on academic matters. 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

### **Learning Support**

The Academic Learning Development Centre supports students in developing the skills required for higher education. As well as online resources in Blackboard, students have the opportunity to attend Study Skills workshops and one to one appointments.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at that site. 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.

### **Support Services**

The University of Westminster Student Affairs department provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers, specialist advice for international students and the chaplaincy providing multi-faith guidance. The University of Westminster Students' Union also provides a range of facilities to support students during their time at the University.

## **How do we ensure the quality of our courses and continuous improvement?**

The course was initially approved by a University Validation Panel in **20XX**. The panel included internal peers from the University, academic(s) from another university and a representative from industry. This helps to ensure the comparability of the course to those offered in other universities and the relevance to employers.

The course is also 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 Course Committees, evidence of student progression and achievement and the reports from external examiners, to evaluate the effectiveness of the course. Each Faculty puts in to place an action plan. This may for example include making changes on the way the module is taught, assessed or even how the course is structured in order to improve the course, in such cases an approval process is in place.

A Course review takes place periodically to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers. Students meet with review panels to provide feedback on their experiences. Student feedback from previous years e.g. from Course Committees is also part of the evidence used to assess how the course has been running.

### **How do we act on student feedback?**

Student feedback is important to the University and student views are taken seriously. Student feedback is gathered in a variety of ways.

- Through Course Committees students have the opportunity to express their voice in the running of their course. Student representatives are elected to Committee to expressly represent the views of their peer. The University and the Students' Union work together to provide a full induction to the role of the student representatives.
- Each Faculty also has its own Faculty Student Forum with student representatives; this enables wider discussions across the Faculty. Student representatives are also represented on key Faculty and university committees.
- All students are invited to complete a 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 seeks the opinions of students about their course and university experience. Final year Undergraduate students will be asked to complete the National Student Survey which helps to inform the national university league tables.

**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.