



Calendar 2004-05

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: 28th September 2004 - 21st January 2005

Christmas Vacation: 20th December 2004 - 7th January 2005

Semester 2: 24th January 2005 - 3rd June 2005

Spring Vacation: 21st March 2005 - 8th April 2005

Teaching dates vary for the following programmes:

Degree of BTechEd	Teaching Starts	Teaching Ends
1st Year	28 September 2004 10 January 2005 11 April 2005	17 December 2004 18 March 2005 3 June 2005
2nd Year	28 September 2004 10 January 2005 11 April 2005	17 December 2004 18 March 2005 15 June 2005
3rd Year	30 August 2004 24 January 2005 11 April 2005	17 December 2004 18 March 2005 15 June 2005
4th Year	30 August 2004 24 January 2005 11 April 2005	17 December 2004 18 March 2005 3 June 2005
Postgraduate Certificate in Education	30 August 2004 10 January 2005 11 April 2005	17 December 2004 18 March 2005 24 June 2005

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I APPEALS BY STUDENTS

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

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

Any appeal giving all the grounds of that appeal must be despatched in writing to the Secretary of the relevant Faculty, or to the 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.

II DEGREES AND CERTIFICATES IN INITIAL TEACHER EDUCATION

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

Bachelor of Education in Music

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

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

The Degree of Bachelor of Education (BEd) with Honours in Primary Education is governed by a Resolution of the University Court which at the date of publication had not yet come into effect. The provisions of the resolution are as follows:

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

Regulations

1. Duration of Degree Study

1.1 Study in the University of Glasgow

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

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

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

2. General Structure and Assessment of Degree

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

- a) the compulsory components are:

School Experience (years 1-4)

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

b) the elective components are:

Specialist Studies (years 3-4)

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

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

2.2 Curriculum

The degree of BEd follows a prescribed curriculum.

2.3 Minimum requirements for the award of credit

The minimum requirement for the award of credits for a course shall be specified by the Department concerned, and given to candidates 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 examinations including the end-of-course examination (if any). Normally no grade or credits shall be awarded to a candidate who has not met this minimum requirement.

2.4 Assessment

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

2.5 Re-assessment in a Course

Candidates who do not satisfy the Examiners at the first attempt will normally be permitted one further attempt in those failed elements at the next available opportunity. The grade awarded as the result of the retrieval or resit examination will be no higher than Grade D.

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

3. Progress of Students

3.1 General progress requirements

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

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

¹ denotes subjects with a final examination

3.2 Administration of Progression

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

3.3 Appeals against Decisions relating to the Progress of Students

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

4. Structure of the Degree and Awards Associated with it

4.1 Certificate of Basic IT Competence

To be eligible for any award covered by these regulations, a candidate must have acquired the University's Certificate of Basic IT Competence by completing the course of study offered by the IT Education Unit (ITEU) or by gaining exemption from the ITEU course through one of the routes indicated in Section XXXVI of the Fees and General Information section of the *University Calendar*.

4.2 Minimum requirements for the award of the BEd degree

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

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

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

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

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

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

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

4.3 Degree of Bachelor of Arts (Primary Education)

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

4.4 Early Exit Awards

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

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

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 the regulations (above) with the exceptions of 2.1 a) and 4.1. Regulations 2.1 a) and 4.2 for students on course before session 2002/3 are as follows:

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

a) the compulsory components are:

School Experience (years 1-4)

- Educational Studies (years 1-4)
Environmental Education (years 1-4)
Expressive Arts (years 1-4)
Professional and Curricular Research Assessment (years 3-4)
- Language (years 1-4)
- Mathematics (years 1-4)
- Religious Education (years 1-4).

4.2. 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 components:

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

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

From October 2002, students entering the Degree of Bachelor of Technological Education (BTechEd) will be 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 in Technology with a Designated Subject with Honours or
 - iii) Bachelor of Technological Education
 - iv) Bachelor of Technology Studies in General Technology or
 - v) Diploma in Higher Education (Technology Studies) or
 - i) Certificate in Higher Education (Technology Studies)

OR

- i) Bachelor of Technology Studies in Technology and a Designated Subject with Honours or
- ii) Bachelor of Technology Studies in Technology with a Designated Subject with Honours or
- iii) Bachelor of Technology Studies in General Technology or
- iv) Diploma in Higher Education (Technology Studies) or
- v) Certificate in Higher Education (Technology Studies)

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

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

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

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

3.1 Availability of Courses

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

3.2 Admission Requirements

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

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

3.3 Prerequisites and Co-requisites

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

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

3.4 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

5.1 *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.

5.2 *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.

5.3 *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.

5.4 *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*.

5.5 *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.

5.6 *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. A maximum of a Grade D may be awarded at the resit examination.

6. Honours Degrees of Bachelor of Technological Education & Bachelor of Technology Studies

6.1 *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.

6.2 *Progression in an Honours Curriculum*

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

the Faculty Appeals Committee against refusal of continuation in an Honours Curriculum or in the case Joint Degrees with another Faculty a Joint Appeals Committee.

6.3 *Award of Honours*

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

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

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

6.4 *Merit in Teaching*

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

6.5 *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.

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.

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

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:

8.1 *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:

- a) 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
- b) at least 240, 180 or 80 credits respectively at grade D or better
- c) 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
- d) at least 120 credits above level 1
- e) at least 80 credits above level 1 at grade D or better
- f) 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
- g) have completed Technology courses which shall be designated as such in the Regulations for Courses, totalling a minimum of 180 credits.
- h) at least 120 credits of Technology courses at grade D or better.
- i) 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.
- j) at least 80 credits of Technology courses at Level 2 or above.
- k) at least 60 credits of Technology courses above Level 1 at grade D or above.

8.2 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:

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

10. Certificate of Higher Education (Technology Studies)

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

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

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 in General Technology).
- c) Full-time students admitted to the first year will normally cease to be candidates for any degree in the Faculty of Education if they have not:
 - i) within one year of the date of their admission achieved at least a grade D in 50% of the credits. The following courses must be completed with grades of D or better unless otherwise stated:

For students on the degree of Bachelor of Technological Education

Education T1

Curriculum and the School T1

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

Technology subjects Level 1

Designated Subject Level 1

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

For students on the degree of Bachelor of Technological Education

Education T2

Teaching Technology T2

School Experience T2

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

Technology Subjects Level 2 (see Regulations for the Course)

Designated Subject Level 2 (see Regulations for the Course)

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

For students on the degree of Bachelor of Technological Education

Education T3

Teaching Technology T3

School Experience T3

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

- d) Full-time students admitted directly to the second year will normally cease to be candidates for the degrees if they have not:
- i) within one year of the date of admission achieved a grade of D in 50% of course credits. The following courses must be completed with a grade of D or better unless otherwise stated:

For students on the degree of Bachelor of Technological Education

Education T2

Teaching Technology T2

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 E for all second and third year courses. The following courses must be completed with a grade of D or better unless otherwise stated:

For students on the degree of Bachelor of Technological Education

Education T3

Teaching Technology T3

School Experience T3

- e) Part-time students will normally cease to be candidates for the degrees, if in any year of study, they have not achieved a Grade Point Average of at least 6.
- f) Students who have been permitted to study part-time on an interim basis will normally cease to be candidates for the degree of the Bachelor of Technology Studies with Honours if, in any year of study, they have not achieved a Grade Point Average of 10 in all their subjects of study in that year or in subjects equivalent to at least 50 course credits, whichever is least.
- g) Students in any year of study, whether it be full-time or part-time or of enrolment for examinations only or any combination thereof, will normally cease to be candidates if they have not passed all subjects of repeated study in that year.
- h) Nothing in the foregoing regulations shall be taken as superseding 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

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

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

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

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

Course of Study

Year1

Credits

Compulsory Courses

Technology courses comprising:

Electricity and Electronics T1

20

Mathematics T1

20

Design T1	30
Technology Craft Workshops T1	20
Graphics T1	10
Education courses comprising:	
Education T1	10
Curriculum and the School T1	10

Student Progress after Year 1

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

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

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

<i>Year 2</i>	<i>Credits</i>
<i>Compulsory Courses</i>	
Technology courses comprising:	
Mechanics T2	20
Intermediate Electricity and Electronics T2	10
Design T2	20
Technology Craft Workshop T2	20
Graphics T2	10
Education courses comprising:	
Education T2	10
Teaching Technology T2	10
School Experience T2	20
Direct Entrants' Bridging Course ²	10
Optional course	
Religious Education (Catholic) ³	

Student Progress after Year 2

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

Students may progress to Year 3 of the Ordinary curriculum if they achieved at least a grade D in Education T2, Teaching Technology 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 Education T2, Teaching Technology T2 and School Experience T2) may transfer to the Degree of Bachelor of Technology Studies in General Technology.

Honours

<i>Year 3</i>	<i>Credits</i>
<i>Compulsory Courses</i>	
Technology courses comprising:	
Understanding Energy T3	10
Engineering Systems and Robotics T3	10
Design T3	30
Technology and Society T3	10
Materials T3	10
Technology Craft Workshops T3	10
Education courses comprising:	
Education T3	10

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.

Teaching Technology T3	10
School Experience T3	30

Progression to year 4

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

Ordinary

<i>Year 3</i>	<i>Credits</i>
<i>Compulsory Courses</i>	
Technology courses comprising:	
Design T3	30
Technology Craft Workshops T3	10
Engineering Systems and Robotics T3	10
Materials T3	10
Education courses comprising:	
Education T3	10
Teaching Technology T3	10
School Experience T3	30

Progression to year 4

Students who have achieved a grade point average of at least 10 and a minimum of grade E in all courses in years 1 and 2 but who have obtained Grades E, F or G in subjects of Year 3 may, at the discretion of the Examiners, be allowed to continue in the Ordinary Curriculum of Year 4, providing they have achieved at least a grade D for Design T3, Teaching Technology T3 and School Experience T3. They may not, normally, carry forward more than thirty (30) credits of other third year courses.

Honours

<i>Year 4</i>	<i>Credits</i>
<i>Compulsory Courses</i>	
Project	40
Education T4	20
School Experience T4	40
Industrial Experience T4 ⁴	20
<i>Special Courses - 20 credits chosen from:</i>	
Highway Planning and Design T4	10
Sustainable Resources and the Environment T4	10
Electronic Materials and Devices T4	20
Technology in Primary Schools T4	20
Mentoring T4	10
Engineering design T4	20
Technology and Engineering Education Research T4	10

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

Ordinary

	<i>Credits</i>
<i>Compulsory Courses</i>	
Project	20
Technology and Society T3	10
Understanding Energy T3	10
Education T4	20
School Experience T4	40
Industrial Experience T4 ⁵	

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

⁵ Industrial experience may be completed at the end of year 2 or the end of year 3.

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

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

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

Course of Study

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

<i>Year 1</i>	<i>Credits</i>
Level 1 courses must be taken to a total of at least 120 credits	
<i>Compulsory Courses</i>	
Technology Courses comprising:	
Electricity and Electronics T1	20
Mathematics T1	20
Design T1	30
Graphics T1	10
Designated Subjects comprising (for example):	
Management 1A	20
Management 1B	20
Or	
Economics 1	40

Student Progress after Year 1

Students may progress to year 2 of the curriculum if they have achieved at least a grade D in all the courses of year 1.

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

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

<i>Year 2</i>	<i>Credits</i>
Level 2 courses totaling at least 60 credits must be taken.	
<i>Compulsory Courses</i>	
Technology Courses comprising:	
Intermediate Electricity and Electronics T2	10
Mechanics T2	20
Design T2	20
Graphics T2	10
Designated Subjects comprising (for example):	
Management 2A	10
Management 2B	10
Management 2C	10
Management 2D	10
OR	
Economics 2	40

Other courses

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

Student Progress after Year 2

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

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

Years 3 & 4

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

Technology courses selected from the following:

	<i>Credits</i>
Understanding Energy Technology and Society	10
Sustainable Resources and the Environment (year 4 only)	10
Electronic Materials and Devices	20
Engineering Systems and Robotics Design	10
Mentoring	30
Engineering Design	10
Materials	20
Technology and Engineering Education Research	10
Technology Project (year 4 only)	10
	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.

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

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

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

Course of Study

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

Year 2 *Credits*

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

Compulsory Courses

Technology Courses comprising:

Intermediate Electricity and Electronics T2	10
Mechanics T2	20
Design T2	20
Graphics T2	10

Designated Subject, such as

Management 1A	20
Management 1B	20
<i>or</i>	
Economics 1	40

Optional Courses

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

Student Progress after Year 2

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

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

Year 3 *Credits*

Compulsory Courses (Designated Subject)

Management 2A	10
Management 2B	10

Management 2C	10
Management 2D	10
<i>or</i>	
Economics 2	40
<i>and</i>	
Courses to the value of 80 credits from the following list of Technology courses.	

	<i>Credits</i>
Understanding Energy	10
Technology and Society	10
Sustainable Resources and the Environment (year 4 only)	10
Electronic Materials and Devices	20
Engineering Systems and Robotics	10
Design	30
Mentoring	10
Engineering Design	20
Materials	10
Technology and Engineering Education Research	10
Technology Project (compulsory in year 4)	40

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

Student Progress after Year 3

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

Students who fail to achieve these progress requirements may graduate with a Degree of Bachelor of Technology Studies in General Technology if they have satisfied Regulation 8.

Year 4

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

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

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

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

Course of Study

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

<i>Year 2</i>	<i>Credits</i>
At least 120 credits must be taken for the year.	

Compulsory Courses

Technology Courses comprising:

Intermediate Electricity and Electronics T2	10
Mechanics T2	20
Design T2	20
Graphics T2	10

Optional Courses

Technology Courses comprising:

Technology Craft Workshop T2	20
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Educational Courses comprising:

Education T2	10
Teaching Technology T2	10
School Experience T2	20

OR

Other Courses

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

Student Progress after Year 2

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

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

Year 3

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

Technology Courses

	<i>Credits</i>
Understanding Energy	10
Technology and Society	10
Electronic Materials and Devices	20
Engineering Systems and Robotics	10
Materials T3	10
Design	30
Engineering Design	20

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

The Degree of Master of Arts in Religious and Philosophical Education with Secondary Teaching Qualification is governed by a Resolution of the University Court which at the date of publication had not yet come into effect. The provisions of the resolution are as follows.

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

REGULATIONS

1. Duration of Degree Study

1.1 *Study in the University of Glasgow*

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

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

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

2. General Structure and Assessment of Degree

2.1 *Courses*

The programme is composed of credit-bearing courses taught in the Faculties of Education and Arts by the Departments of Religious Education, Educational Studies, Theology and Religious Studies and Philosophy and school and NGO / industrial placements. A list of compulsory and optional courses will be found in the Programme Handbook. No exemptions will be granted from any part of the curriculum for the Honours or Ordinary Degrees.

2.2 *Pre-requisites and Co-requisites*

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

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

2.3 *Approval of Curricula*

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

2.4 *Minimum requirements for the award of credit*

The minimum requirement of the award of credits for a course shall be specified by the Department concerned, and given to candidates 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 end-of-course examinations (if any). Normally no grade or credits shall be awarded to a candidate who has not met this minimum requirement.

2.5 *Assessment*

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

2.6 *Re-assessment in a Course*

In years 1 to 3 candidates who do not satisfy the Examiners at the first attempt will normally be permitted one further attempt in those failed elements at the next available opportunity. The grade awarded as the result of the retrieval, resubmission or resit examination will be no higher than Grade D.

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

3. Progress of Students

3.1 *General Progress Requirements*

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

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

3.2 *Administration of Progression*

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

3.3 *Appeals against Decisions relating to the Progress of Students*

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

4. Structure of the Degree and Awards Associated with it

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

School Experience

Professional / Teaching Studies

Theological / Religious Studies

Dissertation

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

4.1 *Certificate of Basic IT Competence*

To be eligible for any award covered by these regulations, a candidate must have acquired the University's Certificate of Basic IT competence by completing the course of study offered by the IT Education Unit (ITEU) or by gaining exemption from the ITEU course through one of the routes indicated in Section XXXVI of the Fees and General Information section of the *University Calendar*. A candidate must normally obtain the Certificate of Basic Information Technology Competence in his or her first year of study.

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

- a) A candidate who fulfills the following conditions will be awarded an Honours degree:
 - i) gains 240 Academic and Professional credit points and satisfactorily complete School Experience requirements by the end of Year 2;
 - ii) obtains a minimum of grade D in each assessment requirement for the Academic and Professional courses taken in Years 3 and 4;
 - iii) obtains a minimum of grade D in the assessment of a 15,000 word dissertation in Year 4.
- b) Those candidates who do not fulfil any or all of the above conditions will be eligible for the award of an Ordinary degree provided that they:
 - i) satisfy the minimum requirements for progress as set out in 3 above;
 - ii) obtain a minimum of grade D in all elements of assessment;
 - iii) obtain a minimum of grade D in an 8,000 word dissertation in Year 4.

4.3 *Early Exit Awards*

- a) Certificate of Higher Education (Religious and Philosophical Education)
 - i) A candidate who has obtained a minimum of 120 credits at grade D or better from courses in the MA curriculum will be eligible to receive the Certificate of Higher Education. Candidates who receive a Diploma or Degree will not receive a Certificate.
 - ii) The Certificate of Higher Education may be awarded with Merit or Distinction.
- b) Diploma of Higher Education (Religious and Philosophical Education)
 - i) A candidate who has obtained a minimum of 240 credits at grade D or better from courses in the MA curriculum will be eligible to receive the Diploma of Higher Education. Candidates who receive a Degree will not receive a Diploma.
 - ii) The Diploma of Higher Education may be awarded with Merit or Distinction.

4.4 *Award of Certificates for Graduates Studying at Undergraduate Level*

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

VI POSTGRADUATE CERTIFICATE IN EDUCATION (PGCE)

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.

To qualify for the award of the PGCE, a candidate must have acquired the University's Certificate of Basic IT Competence by completing the course of study offered by the IT Education Unit (ITEU) or by gaining exemption from the ITEU course through one of the routes indicated in Section XXXVI of the Fees and General Information section of the *University Calendar*.

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

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

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

7. Appeals

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

8. Requirements for Award of PGCE

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

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

10. Departmental Instructions

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

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 courses of the programme through distance mode. Each course 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), (Secondary),
Religious Development of Adolescents (Primary); (Secondary);

Options

In addition students take two courses from the following options:

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

IX DEPARTMENT OF ADULT AND CONTINUING EDUCATION

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

Certificate of Higher Education (Continuing Education)

The Department of Adult and Continuing Education, within the Faculty of Education, provides opportunities to follow courses in a wide range of subjects offered in Arts, Science and Social Sciences, leading to the award of the Certificate in Higher Education (Continuing Education). The Certificate 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 Learning and Development

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

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

2.1 Departmental Instructions

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

2.2 Minimum Requirement

The minimum requirement for the award of credits 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).

3. Minimum Requirement for the Award of a Certificate

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

3.1 Credit bearing Courses

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

3.2 Grade Points

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

Grade	A	B	C	D	E	F	G	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

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

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

3.3 Certificate of Basic IT Competence

To be eligible for any award covered by these regulations, a candidate must have acquired the University's Certificate of Basic IT Competence by completing the course of study offered by the IT Education Unit (ITEU) or by gaining exemption from the ITEU course through one of the routes indicated in Section XXXVI of the Fees and General Information section of the *University Calendar*.

4. Designated Certificates

4.1 Subjects Relating to Certificates

- a) 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.
- b) In a specifically designated certificate, certain of the core courses may be compulsory.
- c) Where a subject is required to be represented by courses worth a minimum of 40 credits, one or more of these courses may be replaced by a course or courses of equivalent credits in another subject recognised as cognate with the subject being replaced.

4.2 Designated Certificates

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

Certificate of Higher Education (Continuing Education): Ancient Studies

Qualifying subjects for this certificate are:

Classical Civilisation	Latin
Egyptology	

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

Qualifying subjects for this certificate are:

History of Art	Music
Visual Arts	

Certificate of Higher Education (Continuing Education): Environmental Science

Qualifying subjects for this certificate are:

Astronomy	Geography
Biology	Geology
Environmental Studies	

Certificate of Higher Education (Continuing Education): European Civilisation

Qualifying subjects for this certificate are:

Celtic Studies	Literature Subjects
Classical Civilisation	Music
Education	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): Visual Arts

Qualifying subjects for this certificate are:

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

5. Approval of Qualifying Courses

- 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.
- 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

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

7. Recognised Qualifying Courses

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

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

Availability of Courses

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

8. Reassessment in a Course

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

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

9. Appeals by Students

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

XI CERTIFICATE IN COMMUNITY LEARNING AND DEVELOPMENT

General Regulations

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

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.

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