



UNIVERSITY
of
GLASGOW

Calendar 2004-05

FACULTY OF MEDICINE: NURSING

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 Starts	Teaching Ends
1st Year	28 September 2004 10 January 2005 11 April 2005	10 December 2004 18 March 2005 19 August 2005
2nd Year	28 September 2004 10 January 2005 11 April 2005	24 December 2004 25 March 2005 26 August 2005
3rd Year (Degree)	28 September 2004 10 January 2005 11 April 2005 4 July 2005	17 December 2004 25 March 2005 17 June 2005 23 September 2005
3 rd Year (Jun Hons)	28 September 2004 10 January 2005 11 April 2005	17 December 2004 18 March 2005 22 July 2005
4th Year	13 September 2004 10 January 2005 11 April 2005	17 December 2004 18 March 2005 22 July 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 Faculty 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 Faculty Academic Administrator 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 Academic Administrator is The Medical School Building, University Avenue, Glasgow G12 8QQ.

II UNDERGRADUATE ENTRY

Before applying for admission to the Faculty of Medicine, all applicants should consult the most recent edition of the University's *Undergraduate Prospectus*. The *Prospectus* sets out the normal qualifications required for admission, describes the application procedure, summarises the degree regulations and courses offered, and gives general information about the University. It is available in most U.K. schools, or it may be obtained from The Student Recruitment and Admissions Service, University of Glasgow, Glasgow G12 8QQ.

Information regarding the higher degree of MSc (Med Sci) in Health Care is given in the 'Graduate Studies' section of the *University Calendar*.

III DEGREE OF BACHELOR OF NURSING (1995 CURRICULUM)

The Degree of Bachelor of Nursing for students commencing their studies in October 1995 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 Nursing (BN) may be conferred by the University of Glasgow in the Faculty of Medicine (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. The degree may also be offered as an honours degree.
4. A revised curriculum for the Degree of Bachelor of Nursing was introduced with effect from session 2002-3 in accordance with the new requirements of the Nursing and Midwifery Council (NMC). Students who commenced study in October 2001 under the current regulations shown below and, who, for reasons of illness or other good cause, at any time during their studies are unable to progress directly from one year of study to the next year of study, will be required to transfer to the new curriculum.

Regulations

1. Duration of Degree Study

1.1 *Study in the University of Glasgow*

The course of study for the Degree of Bachelor of Nursing with Honours and for the Ordinary Degree shall extend over not less than four academical years of full-time study.

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

The Regulations specify:

- a) A candidate may be granted such exemption from courses and examinations as may be approved by the Senate on the recommendation of the Faculty of Medicine provided that he or she spends not less than two academic sessions in study at the University and that the Senate is satisfied that the content and standard of any course or examination to be recognized is equivalent to a corresponding course or examination prescribed for the Degree. If admission to the Honours curriculum is sought, recognition is limited to the equivalent of such courses as satisfy the normal requirements of the Faculty of Medicine for admission to Honours.

2. General Structure and Assessment of Degree

2.1 *The Bachelor of Nursing is a programme of prescribed study.*

All courses are compulsory unless otherwise stated.

2.2 *Recognised Qualifying Courses*

The list of recognised qualifying courses may be found in the BN Programme Handbook.

2.3 *Existence of Pre-requisites and Co-requisites*

- a) The achievement of a minimum of Grade D in all courses from the previous year of study is a prerequisite for entry to the next year of study together with the completion of the prescribed clinical experience and achievement of a minimum of Grade D in each period of clinical experience. Please refer to the BN Programme Handbook for details.

2.4 *Approval of Curricula*

The BN follows a prescribed curriculum. In the final year of study, candidates may select one option from two choices to be approved by the BN4 Year Co-ordinator.

2.5 *Minimum requirement 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 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 has not met this minimum requirement.

2.6 *Assessment*

- a) Regulations for assessment are governed by the Code of Assessment which is contained in the *Fees & General Information for Students* section of the *University Calendar*.
- b) The weighting of courses may be found in the BN Programme Handbook.
- c) A candidate must present himself or herself in all the subjects of the appropriate professional examination and summative assignments on the first possible occasion after completing the prescribed course of study. A candidate who has failed to achieve a minimum of Grade D in the examination in any subject of a professional examination or in a summative assignment must present himself or herself for re-examination in that subject on the first occasion for which he or she is eligible. The Faculty of Medicine exceptionally may permit a candidate to postpone entry to all or any of the subjects of a professional examination or a summative assignment.

2.7 *Re-assessment in a Course*

- a) The opportunity for resit/resubmission will be available to any candidate in Year 4 (Ordinary Degree) who achieves Grade E or below in the first diet of the examination/summative assignment in any course.
- b) If a candidate for the Degree with Honours having duly completed the work of the final year curriculum, is prevented by illness medically certified or other good cause from attending an Honours examination or, having begun it, from completing it, the examiners may recommend to Senate that the candidate be offered a special diet of the final examinations and if successful, may graduate with Honours.
- c) If a candidate for the Degree with Honours fails one or more of the professional examinations in the first diet or the dissertation, a resit examination or opportunity to resit the dissertation shall be offered in order to provide the candidate with the opportunity to complete the requirements for professional accreditation. If the candidate is successful in the examination(s)/dissertation and has completed all other requirements set out in the Regulations he or she may be awarded the Degree of Bachelor of Nursing with Honours.

3. Progress of Students

3.1 *General progress requirements for all levels of the award*

- a) A student may not proceed to the next academic year of the curriculum until he or she has completed or has been granted exemption from the courses and examinations and summative assignments of the preceding year.
- b) Students must complete at least 80% of the clinical experience. Students may be required to repeat clinical placements in order to fulfil this requirement.
- c) A student who has not achieved clinical competence appropriate to the year of study will be required to repeat the clinical experience.
- d) Selection for the Degree with Honours

At the end of the third year of the course in order to proceed to the Honours degree, candidates must normally have passed each of the third year degree examinations with a minimum of grade 'C' at the first attempt in Nursing III and a minimum of grade 'D' at the first attempt in the remaining examinations/summative assignments.

Candidates who fail to be admitted to the BN (Honours) on the criteria stated above will proceed to the BN Degree in Year 4.

3.2 *Administration of progression*

- a) A candidate who has failed to achieve a minimum of Grade D in an examination or summative assignment in any subject after two attempts may be referred to the Faculty Progress Committee.
- b) A candidate whose conduct or progress is considered not to be satisfactory may be excluded from further instruction and examination for the Degree of Bachelor of Nursing.

- c) A candidate will normally be excluded if he or she is unable or will be unable to sit the Fourth Professional Examination or complete the required final year summative assignments within five years of commencing the programme.

3.3 Appeals against Decisions relating to the Progress of Studies

- a) A student whose studies have been so terminated shall have the right of appeal to the Appeals Committee of the Faculty.

4 Specific Structure of the Degree and the Associated Awards

4.1 Minimum requirements for the award of the degree

To be eligible to graduate with the Degree of BN a candidate must normally:

- a) have passed all final year examinations and summative assignments;
- b) have submitted a satisfactory Care Study of 5,000 words;
- c) have satisfactorily completed clinical practice.

To be eligible to graduate with the Degree of BN (Honours) a candidate must normally:

- a) have passed all final year examinations and summative assignments;
- b) have submitted a satisfactory dissertation of 12,000 words;
- c) have satisfactorily completed clinical practice.

4.2 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 for Students* section of the *University Calendar*.

IV DEGREE OF BACHELOR OF NURSING (2002 CURRICULUM)

The Degree of Bachelor of Nursing for students commencing their studies in October 2002 is governed by Resolution No. 500 which came into effect on 1 October 2002. The provisions of the resolution are as follows:

1. The Degree of Bachelor of Nursing (BN) may be conferred by the University of Glasgow in the Faculty of Medicine (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. The degree may also be offered as a non-honours degree.
4. Notwithstanding the provisions of this Resolution, in recognition of the changing requirements of the Nursing and Midwifery Council (NMC), the Senate may, on the recommendation of the Faculty Progress Committee, require any student whose course of study was begun before October 2002 and who was unable by reason of illness or other good cause to complete her/his study under the regulations previously in force (see *Calendar* entry for 2001-02) to offer herself/himself for the Degree under the regulations described below.

Regulations

1. Duration of Degree Study

1.1 Study in the University of Glasgow

The course of study for the Degree shall extend over not less than four academic years of full-time study for the Bachelor of Nursing with Honours and three academic years of full-time study for the Bachelor of Nursing Degree.

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

- a) A candidate who has attended and passed the examinations, assignments and clinical requirements of the Nursing & Midwifery Council (NMC) Foundation Programme (year 1) in another institution of higher education approved by the University Court on the recommendation of the Senate may be allowed to count such attendance as qualifying towards the Degree provided that the Senate is satisfied that the content and standard of any course or examination to be recognised is equivalent to a corresponding course or examination prescribed for the Degree.

2. General Structure and Assessment of the Degree

2.1 The Bachelor of Nursing is a programme of prescribed study.

All courses are compulsory.

- a) The curriculum shall comprise both theory and clinical practice in a ratio of 50:50 and shall consist of prescribed qualifying credit bearing courses.
- b) Students will be required to maintain a **Portfolio of Personal and Professional Development** throughout their three/four years of study.

The professional terminology for the first year of study is the "Foundation Programme". Subsequent years of the programme are termed the "Adult Branch Programme".

2.2 Recognised Qualifying Courses

The list of recognised qualifying courses may be found in the BN Programme Handbook.

2.3 Existence of Pre-requisites and Co-requisites

a) Clinical Practice

- i) Students shall not be permitted to progress to clinical practice until they have met the prevailing requirements for immunisation against Hepatitis B.
- ii) Students shall be required to attend all mandatory pre-clinical instruction sessions/briefings set down by the Nursing & Midwifery School before being permitted to attend a clinical placement.
- iii) Attendance at all timetabled clinical placements is mandatory.

b) Absence from Clinical Experience

Students must complete 98% of each period of clinical experience.

c) Entry to the Next Year of Study

The achievement of a minimum of Grade D in all courses from the previous year of study is a prerequisite for entry to the next year of study together with the completion of the prescribed clinical experience and the achievement of a minimum of Grade D in each period of clinical experience. Please refer to the BN Programme Handbook for details.

d) Professional Progression

A student may not proceed to the Adult Branch Programme until the statutory requirements of the Foundation Programme have been met.

2.4 Approval of Curricula

The Bachelor of Nursing follows a prescribed curriculum.

2.5 Minimum Requirement for the Award of Credits

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 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 has not met this minimum requirement.

2.6 Assessment

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

Examination/submission dates will be displayed on the Examinations Noticeboard in the Nursing & Midwifery School.

a) Formative Assessment

Details regarding formative assessment for all years of study are contained in the Bachelor of Nursing Programme Handbook.

b) Summative Assessment

- i) Details regarding summative assessment for all years of study are contained in the Bachelor of Nursing Programme Handbook.
- ii) Candidates shall normally be required to sit any end-of-course (module) examination/summative assignment 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/complete that assignment at the first diet, without good cause, shall for the purposes of these regulations have the same outcome as a student who attends the examination and is awarded a zero mark.
- iii) The examiners at their discretion may examine candidates orally in any subject of the degree programme.

c) Clinical Assessment

- i) In year 1, clinical assessment shall be in terms of the achievement by the candidate of specified outcomes for entry to the Adult Nursing Branch. Thereafter clinical assessment shall be in terms of the achievement by the candidate of competencies for professional registration determined by the NMC.
- ii) Clinical practice will be assessed using the clinical assessment tool. The student is required to achieve 80% of the stated outcomes of each period of clinical practice and, by the end of the Foundation Programme to have achieved all the outcomes for entry to the second year of study (Adult Branch Programme).
- iii) Clinical assessment at all levels of study shall be graded in accordance with the prevailing scheme for the Faculty of Medicine.

2.7 *Re-assessment in a Course*

A candidate who has achieved Grade D or above in the first diet of the end-of-course examinations/summative assignments for a course at Level 1, Level 2 or Level 3 will not be allowed to resit the examination/summative assignment. A candidate who has achieved Grade E or below shall be entitled to resit the examination/summative assignment, but normally only once and at the next available diet. The grade awarded as the result of the resit examination/resubmitted summative assignment will be no higher than Grade D and no lower than the original result.

3. Progress of Students

3.1 *General progress requirements for all levels of the award*

- a) A student may not proceed to the next academic year of the curriculum until she or he has completed the courses and examinations/summative assignments of the previous year.
- b) Students must complete at least 98% of each period of clinical experience in both the Foundation and Adult Branch Programme. Students may be required to repeat clinical placements in order to fulfil this requirement.
- c) A student who has not achieved clinical outcomes/competencies appropriate to the year of study will be required to repeat the clinical experience.
- d) Selection for the Degree with Honours
 - i) At the end of the second year of the course, in order to proceed to the Junior Honours year of the Degree with Honours, candidates must normally have passed both of the second year degree examinations/summative assignments at the first attempt, with a minimum of grade C in Nursing and Health Studies together with satisfactory clinical performance.
 - ii) Candidates who fail to be admitted to the Degree with Honours on the criteria stated above will proceed to the final year of the Bachelor of Nursing (Ordinary Degree) provided that they have fulfilled the requirements for progression.
- e) Withdrawal from the final Honours year

A student who chooses to withdraw from Year 4 of the course before completing the Honours examinations/summative assignments will be eligible for the award of the Degree of Bachelor of Nursing upon satisfactory completion of a 12-week period of clinical consolidation as required by the NMC.
- f) Professional Progression

A student may not proceed to the Adult Branch Programme until the statutory requirements of the Foundation Programme have been met.

3.2 *Administration of progression*

- a) In order to progress to the next year of the curriculum, students must achieve a minimum of Grade D in all prescribed courses.
- b) A candidate who has failed to achieve a minimum of Grade D in a degree examination/assignment in any subject after two attempts may be required to attend the Faculty Progress Committee.
- c) A candidate whose conduct or progress is considered not to be satisfactory may be excluded from further instruction and examination for the Degree of Bachelor of Nursing.
- d) A candidate will normally be excluded:
 - i) if she/he fails to achieve a minimum of grade D in all degree examinations and assignments of any year (with the exception of Honours) after two attempts;
 - ii) if she/he is unable, or will be unable to sit the Final Year degree examinations or complete the required final year summative assignments within five years of commencing the course;
 - iii) if she/he fails to meet the statutory requirements of the Common Foundation Programme in Nursing.

3.3 *Appeals against decisions*

A student whose studies have been so terminated shall have the right of appeal to the Appeals Committee of the Faculty.

3.4 *Referred Study*

A candidate who has failed to achieve a minimum of Grade D in a degree examination/assignment in any subject after two attempts will not be readmitted to that examination/assignment until any conditions of further study which the Faculty of Medicine may prescribe have been fulfilled.

4. Specific Structure of the Degree and the Associated Awards

4.1 *Minimum requirements for the award of the degree and other awards*

- a) Bachelor of Nursing (Ordinary Degree)

To qualify for the Degree of Bachelor of Nursing the candidate must satisfy the following requirements:

 - i) She/he must have completed successfully all courses of Years 1-3 of the Bachelor of Nursing Programme;

- ii) She/he must have completed successfully the clinical practice components of Years 1-3 of the Bachelor of Nursing Programme;
 - iii) She/he must have completed satisfactorily a 12-week period of clinical consolidation as required by the NMC.
- b) Bachelor of Nursing (Honours Degree)
- Honours are awarded in three classes but the second class may be divided into upper and lower divisions. The names of successful candidates within each class or division shall be arranged in alphabetical order. A candidate who has not been placed in any class may be recommended by the examiners for the award of an Ordinary Degree.
- To qualify for the Degree of Bachelor of Nursing (Honours) the candidate must satisfy the following requirements:
- i) She/he must have completed successfully all courses of Years 1 and 2 and the Junior and Senior Honours courses of the Bachelor of Nursing Programme;
 - ii) She/he must have completed successfully the clinical practice components of Years 1 and 2 and of the Junior and Senior Honours years of the Bachelor of Nursing Programme;
 - iii) She/he must have completed satisfactorily a 12-week period of clinical consolidation as required by the NMC.
- c) 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 for Students* section of the *University Calendar*.

4.2 Other Aspects specific to the Degree structure

- a) Eligibility for entry to the Professional Register
 - i) Candidates must have completed 4,600 hours of study (2,300 theoretical; 2,300 clinical (including a 12-week period of clinical consolidation)) and must have achieved all the NMC competencies by the end of their final year of study.
 - ii) A student will not be eligible to apply to the NMC for registration as a nurse until the statutory requirements of the Adult Branch Programme have been met.

4.3 Early Exit Awards

- a) Certificate of Higher Education (Foundation Nursing)
- The Certificate of Higher Education (Foundation Nursing) will only be applicable to students who exit from the Bachelor of Nursing degree programme at the end of the first year of study.
- To qualify for the Certificate of Higher Education (Foundation Nursing) the candidate must satisfy the following requirements:
- i) She/he must have completed all courses of the first year of the Bachelor of Nursing programme totalling 120 credits
 - ii) She/he must have completed successfully the clinical practice components of the first year of the Bachelor of Nursing programme.
- Candidates who proceed to a degree in any Faculty will not be eligible for the Certificate.

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