



Calendar 2006-07

UNIVERSITY  
of  
GLASGOW

## FACULTY OF LAW, BUSINESS AND SOCIAL SCIENCES

**DEAN:** Professor Noreen Burrows LLB PhD FRSA

**Chief Adviser of Studies (Social Sciences):** Mr Fred Cartmel BSc

**Senior Adviser of Studies (Accountancy):** Ms Margaret Milner BA MAcc

**Senior Adviser of Studies (Law):** Dr John Finlay LLB PhD DipLP

### DATES OF SEMESTERS

*Semester 1:* 26th September 2006 - 19th January 2007  
*Christmas Vacation:* 18th December 2006 - 5th January 2007

*Semester 2:* 22nd January 2007 - 1st June 2007  
*Spring Vacation:* 19th March 2007 - 6th April 2007

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## I UNDERGRADUATE ENTRY

Before applying for admission to the Faculty of Law, Business and Social Sciences, 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.

The *Prospectus* is available in most UK schools, or it may be obtained from The Registry, University of Glasgow, Glasgow, Scotland G12 8QQ.

## II APPEALS BY STUDENTS

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

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

Any appeal giving all the grounds of that appeal must be despatched in writing to the Clerk of the Faculty, or to the Director of the Senate Office, as appropriate, within 10 working days of the intimation to the student of the decision against which he or she is appealing.

Students are advised to consult the Clerk/Secretary of the relevant Faculty before lodging an appeal to the Faculty Appeals Committee and the Director 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 online at <http://senate.gla.ac.uk/calendar/>. Copies are also available for students to consult in the Faculty Office.

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## SOCIAL SCIENCES

### III DEGREE OF MASTER OF ARTS (SOCIAL SCIENCES)

The Degree of Master of Arts (Social Sciences) is governed by a Resolution of the University Court. The provisions of Resolution No. 523 which, at the time of going to print, is in draft form, are as follows:

1. The Degree of Master of Arts (MA) (Social Sciences) may be awarded by the University of Glasgow in the Faculty of Law, Business and Social Sciences either as a General Degree or as a Degree with Honours in such designations as may be prescribed by Regulations.
2. The Senate may make Regulations, which are subject to the approval of the University Court, governing the award of the Degree – these are set out in the section entitled 'Regulations' below.
3. The early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.

### REGULATIONS

The section of the University Regulations: *University Fees and General Information for Students* applies to all students and sub-sections therein relate directly and indirectly to academic study; for example the Code of Assessment, Faculty Appeals Code and Senate Appeals Code. The following Degree regulations are an extension of these regulations.

#### 1. Duration of Degree Study

##### 1.1 Study in the University of Glasgow

The curriculum for the General Degree of Master of Arts (Social Sciences) shall extend over not less than three academic sessions of full-time study or not less than four academic sessions for part-time study.

The curriculum for the Degree of Master of Arts (Social Sciences) with Honours shall extend over not less than four academic sessions of full-time study or not less than seven but not normally more than ten academic sessions of part-time study.

## 1.2 Recognition of Study in other Faculties, Universities and Institutions of Tertiary Education and Secondary Level Qualifications

- a) A candidate who has, as part of the curriculum for a degree in another faculty of the University, attended courses and obtained credits which qualify towards the Degree of Master of Arts (Social Sciences), if admitted by transfer to the Faculty of Law, Business and Social Sciences, and if not concurrently seeking a degree in the other faculty, may be permitted to count such attendance given and credits obtained as qualifying towards the Degree of Master of Arts (Social Sciences); and may be exempted by the Faculty of Law, Business and Social Sciences from not more than two years' attendance in the Faculty, subject to such conditions as the Faculty may prescribe in each case.
- b) A candidate who has attended courses and obtained credits in another institution of higher education approved by the University Court on the recommendation of the Senate, may be allowed to count such attendance given and credits obtained as qualifying towards the Degree of Master of Arts (Social Sciences) of this University provided that the Senate is satisfied that the content and standard of any course, or combination of courses, and associated credits to be recognised are equivalent to a corresponding course, or combination of courses, and credits qualifying for the Degree of Master of Arts (Social Sciences); but any such candidate shall attend qualifying courses in the University of Glasgow for at least two sessions including the final year of his / her curriculum.
- c) A graduate of any other faculty of the University or of another institution of higher education approved by the University Court on the recommendation of the Senate who seeks admission directly to Honours study may be allowed to count such attendance given and credits obtained as qualifying towards the Degree of Master of Arts (Social Sciences) provided that:
- i) the Senate is satisfied that the content and standard of any course, or combination of courses, and associated credits to be recognised are equivalent to a corresponding course, or combination of courses, and credits qualifying for the Degree of Master of Arts (Social Sciences);
  - ii) recognition is limited to the equivalent of such courses and associated credits as satisfy the normal requirements of the Faculty and Departments for admission to Honours.
- d) A student who has, at first presentation for the examination, obtained a General Certificate of Education Advanced Level pass
- i) at Grade A or B in a subject in Group A
  - ii) at a grade in a Group B subject as specified in the provisions of the Faculty in which the corresponding department is located

may be exempted from the Level 1 course in that subject, provided that the Head of Department concerned has given approval and that the student has given consent. Not more than two such exemptions shall be granted. Exemption may also be granted to students holding certain overseas qualifications approved for this purpose by the Senate, provided that the Senate is satisfied that the standard of attainment is equivalent to a GCE Advanced Level pass at the appropriate grade.

A student granted exemption from a Level 1 course shall be eligible to count such exemption as fulfilling the prerequisites for entry to a Level 2 course.

A student granted exemption shall not be entitled to the award of credits in respect of the Level 1 course from which he or she has been exempted and may not count such a course as a qualifying course for the Degree.

## 2. General Structure and Assessment of Degree

2.1 The curriculum for the Degree of Master of Arts (Social Sciences) shall comprise qualifying credit-bearing courses. The minimum requirement for the award of the Degree is expressed in terms of subjects taken, the level of the courses, credits accumulated and the weighted average of the grade points derived from the grades awarded by the examiners of each course.

2.2 a) Group A Courses listed in 2.4 a) below will bear the following credits:

Levels 1 and 2	Part session	10 or 20 credits
Levels 1 and 2	Full session	40 credits <sup>1</sup>
Level 3	Part session	15 or 20 credits
Level 3	Full session	30 or 40 credits
Level 3 Special		60 credits
Applied Social Sciences Course		60 credits
Honours	Part session	15 or 20 credits
Honours	Full session	30 or 40 credits

Subject to the approval of their Adviser of Studies, students may elect to exit at mid-session from Level 1 or 2 full session courses and thereby become eligible to obtain 20 credits.

b) Other courses will bear the number of credits determined by the corresponding faculty.

<sup>1</sup> A 60 credit level 2 course in Geography is the only exception.

- c) A qualifying course shall bear a minimum of 10 credits.
- 2.3 A course<sup>2</sup> shall contribute to the credits required for a graduating curriculum only if a candidate's performance in the corresponding overall assessment results in the award of grade points in accordance with the prevailing Code of Assessment. The minimum requirement for the award of grade points shall be specified by a department and given to students at the beginning of the course. This requirement shall normally include:
- a) a specified minimal level of compliance with departmental instructions in terms of attendance and completion of work; a student who fails to comply shall normally be refused credit for the course
  - b) a specified minimal level of performance in the assessment scheme of the course.

#### **2.4 Recognised Qualifying Courses**

##### *Group A*

The following courses constitute Group A:

- a) Levels 1, 2 and 3 courses in the following subject areas:
  - Anthropology
  - Business & Management
  - Central & East European Studies
  - Economic & Social History
  - Economics
  - Geography
  - Philosophy
  - Politics
  - Psychology
  - Public Policy
  - Sociology
- b) Applied Social Sciences
- c) Business Reporting and Finance Management
  - Management Accounting and Finance 1
  - Business Law 1
  - Commercial Law for Business
  - Forensic Medicine 1
  - Entrepreneurship 1
  - Mathematics Levels 1 and 2

##### *Group B*

A Group B course is any course other than those in Group A, which qualifies for graduation in another faculty of the University. Entry will be under such conditions as may be prescribed for Social Sciences students by the appropriate Faculty. The Faculty of Law, Business and Social Sciences shall determine in any cases of doubt whether or not a course qualifies under this regulation.

#### **2.5 Existence of Pre-requisites and Co-requisites**

Unless exception is made in the *Catalogue of Courses*, progression to a Level 2 or 3 course will be granted only to those students awarded grade D or better in the corresponding Level 1 or Level 2 course. Where there are other prerequisites to entry these shall be stipulated in the *Catalogue of Courses*.

#### **2.6 Approval of Curricula**

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.

#### **2.7 Minimum requirement for the award of credits**

- a) The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the

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<sup>2</sup> The term 'course' refers to a unit of study on a particular topic with defined aims, intended learning outcomes, assessment scheme and credit value. Previously this was referred to as 'module'.

Department concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.

- b) Students shall be required to comply with such departmental instructions as are prescribed by the Head(s) of Department 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.

## 2.8 Assessment

- a) Assessment shall be conducted in accordance with the prevailing Code of Assessment which is contained in the Fees and General Information section of the *University Calendar*.
- b) A scheme of assessment of each Honours programme permitted under Regulation 4.6 shall be approved by Senate not less than one year before the diet of final examinations which the scheme requires. A scheme of assessment of an Honours programme may require or permit a single dissertation weighted at 30 credits and a single project not exceeding 30 credits to replace taught courses of the same weight. The Board of Studies in Social Sciences may approve other replacements of taught courses in respect of specific programmes.
- c) Candidates shall normally be required to sit any end-of-course examination for a course 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 shown, shall for the purposes of these regulations have the same entitlement as a student who attends the examination and is awarded a zero mark.
- i) Full-time candidates for the Degree with Honours shall take the final examination in a subject *either* in one diet on completion of the two years of study at the Honours standard *or* in two diets in respect of the courses taken in each of the two years of study at the Honours standard, as shall be determined by the department concerned and stated in the *Catalogue of Courses*.
- ii) Part-time candidates for the Degree with Honours shall take the final examination in two diets: four papers after at least two years of study at the Honours standard and four papers at the end of the final year of study at the Honours standard. Heads of Department may make alternative arrangements if required.

A candidate for the Degree with Honours shall normally present himself or herself for final examination immediately upon completion of the prescribed courses. However, at the discretion of a Head of Department and on grounds of illness or other good cause shown, a candidate may be permitted to delay presentation for final examination for not more than one year, in the first instance.

Except with the express approval of the Senate a candidate who has attended for examination in a subject at the Honours standard shall not attend for examination in that subject at a subsequent diet. Examiners shall have the power to require candidates for Honours to attend an oral examination.

## 2.9 Re-assessment in a Course

A candidate who is awarded a Grade A, B, C or D in the first diet of the end-of-course examination for a course 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, but normally only once and at the next available diet. The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

Notwithstanding the above, any candidate who

- (a) is entitled to submit to end-of-course assessment and
- (b) requires an improved result after the first diet of the examination in order to complete a graduating curriculum in that year of study

may resit the end-of-course examination irrespective of the result obtained as a consequence of the first diet. Entitlement to resit shall normally be limited to the next available diet when the candidate will be awarded the number of Grade Points corresponding to the Grade achieved in the resit assessment or, if higher, that corresponding to the Grade achieved in the original assessment. This provision will extend to courses totalling no more than 60 credit points.

## 3. Progress of Students

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

The progress of all students will be reviewed annually in respect of the Progress Requirement set out below.

Students are required to obtain the following:

- a) From full-time study:
- i) 80 credits at grade D or better by the end of first year;

- ii) 160 credits, 40 of which must be at Level 2, at grade D or better by the end of second year;
  - iii) in the case of candidates for the Degree of Master of Arts (Social Sciences), a minimum of 260 credits at a grade point average of at least 10 by the end of third year;
  - iv) in the case of candidates for the Degree of Master of Arts (Social Sciences) with Honours, a minimum of 240 credits from qualifying courses at Level 1 and Level 2 at grade D or better, before entry to the Senior Honours year of study;
  - v) a graduating curriculum by the end of fourth year.
- b) From part-time study:
- i) The minimum attainment required of an individual part-time candidate to progress to the next year of study shall be determined by the Chief Adviser of Studies on behalf of the Faculty and communicated to the candidate at the start of the session.
  - ii) A student whose progress is inconsistent with graduating within the maximum period of time allowed (10 years) will be excluded from further study in the Faculty.

### **3.2 Administration of progression**

The academic record of any student who fails to satisfy the Progress Requirement will be examined by the Faculty Progress Committee. The Chief Adviser of Studies will submit a report to the Committee on each case and the student will be invited to make representation on his/her behalf. The Progress Committee may exclude such a student from further study in the Faculty of Law, Business and Social Sciences or may permit the student to continue studies subject to such conditions as the Progress Committee may determine.

### **3.3 Appeals against Decisions relating to the Progress of Studies**

A student who is excluded from further study in the Faculty of Law, Business and Social Sciences under Regulation 22 may appeal to the Faculty Appeals Committee.

## **4. Specific Structure of the Degree and Sub-Degree Awards**

### ***Degree of Master of Arts (Social Sciences)***

- 4.1 A minimum graduating curriculum for the General Degree of Master of Arts (Social Sciences) must include qualifying courses comprising a minimum of 360 credits, including:
- a) at least 200 credits from Group A, of which at least 40 must be at Level 2
  - b) at least 80 credits from courses at Level 2;
  - c) Either
    - i) 60 credits from the Applied Social Sciences course, or
    - ii) 60 credits from Level 3 courses in the Faculties of Arts, Science or Social Sciences.
- 4.2 A minimum graduating curriculum may not include:
- a) more than 120 credits derived from Group B courses;
  - b) the following particular combinations:
    - Economics 2 and Economics for Business Administration 2
    - Human Biology Level 1 courses and Biology Level 1 courses
    - Economic & Social History 1 and Industrialisation and Society 1750-1914
    - Economics 1 and Introduction to Economics Parts 1 or 2
    - Psychology 1 and either Fundamentals of Psychology or Introduction to Social Psychology
    - Sociology 1 and Introduction to Sociology
    - Elements of Law for Engineers and Business Law 1
- 4.3 A minimum graduating curriculum for the Degree of Master of Arts (Social Sciences) requires that:
- a) A minimum of 320 credits be obtained at grade D or above.
  - b) A minimum grade point average of 10 be obtained.
- Where the candidate has accumulated more than the minimum number of credits required, the credit counted in the calculation of the grade point average shall be reduced to that minimum by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.
- 4.4 Where the candidate obtains a minimum graduating curriculum, a minimum grade point average of at least 10 over 360 credits, and a grade B or better over 60 credits of Group A Level 3 recognised qualifying courses in the Social Sciences subject areas listed in Regulation 2.4(a) but excluding Geography, Philosophy and Psychology then the candidate may be admitted to Junior, but not Senior, Honours study. Attendance at level 3 courses shall not count towards Honours attendance. There is no possibility of progression from the Applied Social Sciences course to Honours study.
- 4.5 The Degree of Master of Arts (Social Sciences) may be awarded with distinction or merit. Distinction will be

awarded to candidates achieving a grade point average of 14 or above. Merit will be awarded to those candidates achieving a grade point average of at least 12 but less than 14.

### ***Degree of Master of Arts (Social Sciences) with Honours***

4.6 The recognised programmes and subjects of study for the Degree with Honours are as follows:

a) *Honours in a single subject:*

A programme of courses at the honours standard comprising 240 credits in a subject listed under Group A in Regulation 2.4, approved by the Board of Studies in Social Sciences and listed in Regulation 4.11(a). Up to 60 credits may be replaced by courses at the honours standard in another subject other than a foreign language, subject to the approval of both Heads of Departments.

b) *Honours in a combination of two subjects:*

A programme of courses at the honours standard comprising 120 credits in each of two subjects at least one of which shall be a subject listed under Group A in Regulation 2.4, approved by the Board of Studies in Social Sciences and listed in Regulation 4.11(b). In the case of a subject not listed under Group A the required courses and credits shall be as prescribed by the corresponding Head of Department.

c) *Honours in a principal social science with a subsidiary language:*

A programme of courses at the honours standard comprising 180 credits in a subject listed under Group A in Regulation 2.4 and 60 credits in a foreign language, approved by the Board of Studies in Social Sciences and listed in Regulation 4.11(b).

A candidate may proceed to a programme combining a Group A subject and another subject not listed in Regulation 4.11(b) subject to the approval of the Board of Studies of the Degree of Master of Arts (Social Sciences) and the Senate.

- 4.7 a) A full-time candidate for the Degree with Honours shall complete courses of study in the single subject or in the pair of subjects or in the principal subject and the subsidiary language extending over at least three sessions, of which courses of study in two sessions shall be at the Honours standard.
- b) A part-time candidate for the Degree with Honours shall complete courses of study in the single subject or in the pair of subjects or in the principal subject and the subsidiary language extending over at least five sessions including at least four sessions at the Honours standard.

Where an Honours prescription permits a candidate in the Junior Honours year to take a course of study at a University abroad approved by the Senate, such a period of study shall, in the case of full-time students only, be counted as one of these two sessions.

- 4.8 a) Before admission to Senior Honours a student shall have accumulated a minimum of 240 credits from qualifying courses at Level 1 and Level 2 awarded at grade D or better. The qualifying courses shall be selected from those listed in Regulation 2.4 and shall normally include courses totalling 160 credits at Level 1 and courses totalling 80 credits at Level 2; either 120 credits at Level 1 and 40 credits at Level 2, or 80 credits at Level 1 and 80 credits at Level 2, shall be from courses listed in Group A.
- b) A student who transfers from another Faculty to enter the curriculum of the Degree of Master of Arts (Social Sciences) will normally be required to have obtained at least 80 credits from courses selected from Group A of which at least 40 credits should be at Level 2. The Regulations should be satisfied in all other respects.
- c) Where satisfaction of the stated prerequisites for admission to an Honours programme under Regulation 4.8(b) would otherwise require the accumulation of credits at Level 1 and Level 2 in excess of the numbers stated in (a) above, the prerequisite credits may be substituted, provided any candidate accumulates at least 120 credits at Level 1 of which 80 shall be from courses listed in Group A.
- 4.9 A student who is awarded grade C or better in the prerequisite Level 2 course or courses in a particular subject within the curriculum of the Degree of Master of Arts (Social Sciences)<sup>3</sup> shall be guaranteed an offer of admission to the corresponding Honours course, provided the other departmental requirements for admission are satisfied. Each department will ensure that students are informed of the standard of performance which guarantees an offer of admission to Honours in a particular subject. Normally, the required standard of performance will be achieved at the first attempt. Exceptionally a student who is awarded grade D may be offered admission to Honours if the department judges that in other respects the student's previous performance offers a reasonable prospect of the student reaching the minimum standard required for the award of an Honours Degree. However, depending on student demand, class size may have to be limited and admission of students not achieving the guarantee requirements is subject to the availability of places in the class. In the case of a student refused admission to Honours, the Head of Department will inform the student's Adviser of Studies. A student may appeal to the Faculty Appeals Committee against such refusal of admission.

4.10 A candidate for the Degree with Honours may elect or be required by a Head of Department to be assessed at the Level 3 Special standard after completion of the Junior Honours year. The assessment shall be by final

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<sup>3</sup> These subjects will be Group A subjects, but excluding Geography, Philosophy and Psychology where the requirements for Honours entry will be specified by those departments.





It is also possible for students to undertake Joint Honours in Theology and Religious Studies with some Social Science subjects. Further information regarding possible combinations is available from the Faculty Office and Advisers of Studies.

#### **4.12 Certificate of Basic IT Competence**

All students must normally obtain the University's Certificate of Basic IT Competence before the end of their first year of study by completing the course of study offered by the IT Education Unit or by gaining exemption from the ITEU course through one of the routes indicated in Section (XXV) of the Fees and General Information section of the University Calendar. Attainment or non-attainment of the Certificate of Basic IT Competence will be indicated in the student transcript.

#### **4.13 Other Aspects to specific to the Degree structure e.g. Placement, Year Abroad**

- a) A candidate may be permitted to study elsewhere within the provisions of a Student Exchange Programme or Credit Transfer Scheme approved by the University Court on the recommendation of the Senate and may be allowed to count courses attended and credits obtained in accordance with such provisions as qualifying towards the Degree of Master of Arts (Social Sciences) provided that the Senate has first confirmed the recommendation of the Faculty of Law, Business and Social Sciences that the content and standard of any credit-bearing course be recognised as equivalent to or an approved substitute for a corresponding course and credits qualifying for the Degree of Master of Arts (Social Sciences). Any such study taken overseas shall be limited in duration to one academic session.
  - b) Examinations at the Honours standard taken furth of Scotland within such an approved Student Exchange Programme may constitute part of the final Honours diet, notwithstanding anything to the contrary in the Schedule of Regulations.
- 4.14 A candidate who has attended courses and obtained credits in an overseas institution of higher education in satisfaction of the requirements of a twinning or split-degree programme approved by the University Court on the recommendation of the Senate may count such attendance given and credits obtained as qualifying towards the Degree of Master of Arts (Social Sciences) in this University and as satisfying the normal requirements of Faculty and departments for admission to Honours, and may, subject to the approval of the Head(s) of Department(s) concerned, enter the third year of a specified course in this University leading to the Degree of Master of Arts (Social Sciences) with Honours. Such a candidate who is subsequently not permitted by the Head(s) of Department(s) concerned to enter the Senior Honours year of study may attempt such examinations as are required for completion of the Degree of Master of Arts (Social Sciences).
- 4.15 In respect of regulations 1.2(b) and 1.2(c), grade points will not be allocated to study outwith the University of Glasgow which is counted as qualifying towards the Degree of Master of Arts (Social Sciences). In respect of regulations 4.13 and 4.14, grade points may be allocated on a basis set out in terms of the corresponding Student Exchange Programme, Credit Transfer Scheme or twinning programme. Where grade points are not allocated the grade point average shall be computed over only those courses bearing grade points, notwithstanding anything to the contrary in the Schedule of Regulations.

#### **4.16 Certificate of Higher Education (Social Sciences)**

- a) A candidate who has completed courses totalling at least 120 credits and with a grade point average of at least 8.5 shall be eligible to receive the Certificate of Higher Education. Students who proceed to a diploma or degree will not receive a certificate.
- b) The Certificate of Higher 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.

#### **4.17 Diploma of Higher Education (Social Sciences)**

- a) A candidate who has completed courses totalling at least 200 credits, where a minimum of 80 credits have been gained from a course or courses at Level 2 or above, and where the grade point average is at least 8.5, shall be eligible to receive the Diploma of Higher Education. Students who proceed to a degree will not receive a diploma.
- b) The Diploma of Higher Education shall be awarded with Merit where the grade point average over the courses being counted for the award of the diploma is at least 12, and with Distinction where the grade point average over the courses being counted for the award of the diploma is at least 14.

#### **4.18 Certificates (for those already holding degrees)**

- a) A Master of Arts (Social Sciences) of the University of Glasgow may, under conditions prescribed by Senate, be admitted to the final examination at the Honours standard in a subject or subjects recognised for the study of the Degree of Masters of Arts (Social Sciences) with Honours and if he or she is awarded Honours by the examiners, shall receive a certificate to that effect.
- b) A graduate of this University or of another University or institution of tertiary education recognized for the purpose by the Senate, may be permitted by a Department in consultation with the Chief Adviser of Studies to enrol in a course, complete the assessment elements of the course and receive certification of the outcome of the assessment.

## IV DEGREE OF BACHELOR OF COMMUNITY LEARNING AND DEVELOPMENT (SOCIAL SCIENCES)

The Degree of Bachelor of Community Learning and Development (Social Sciences) is governed by Resolution of the University Court. The provisions of Resolution No. 547 which, at the time of going to print, is in draft form are as follows:

1. The Degree of Bachelor of Community Learning and Development (BCLD) (Social Sciences) may be awarded by the University of Glasgow in the Faculty of Law, Business and Social Sciences either as a General Degree or as a Degree with Honours in such designations as may be prescribed by Regulations.
2. The Senate may make Regulations, which are subject to the approval of the University Court, governing the award of the Degree - these are set out in the section entitled 'Regulations' below.
3. The early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.
4. This award replaces the Degree of Bachelor of Community Education and Community Development.

### REGULATIONS

#### 1. Duration of Degree Study

##### 1.1 Study in the University of Glasgow

The curriculum for the Degree shall normally extend over not less than three years nor more than five years of full-time study.

##### 1.2 Recognition of Study in Universities and Institutions of Tertiary Education

A candidate who has attended courses and obtained credits in an institution of higher education approved by the University Court of the University of Glasgow on the recommendation of the Senate, may be allowed to count such attendance given and credits obtained as qualifying towards the Degree of Bachelor of Community Learning and Development (Social Sciences) provided that the Senate is satisfied, on the recommendation of the Board of Management of the Degree, that the content and standard of any course, or combination of courses, and associated credits to be recognised are equivalent to a corresponding course or combination of courses, and credits qualifying for the Degree. A candidate who is granted such exemptions by the Senate of the University of Glasgow shall normally spend not less than two academic sessions of full-time study as a registered student for the Degree.

##### 1.3 Accreditation of Prior Experiential Learning

A candidate's prior experiential learning may be accredited for the purposes of the Degree of Bachelor of Community Learning and Development (Social Sciences) provided the learning can be clearly identified and is assessable and is judged to be relevant to the Degree and of an appropriate level. The Senate of the University of Glasgow must be satisfied, on the recommendation of the Board of Management, that the prior experiential learning to be recognised is equivalent in content, level and standard to that of a corresponding course or assessment prescribed for the Degree of Bachelor of Community Learning and Development (Social Sciences). A candidate who is granted such accreditation by the Senate of the University of Glasgow shall normally spend not less than two academic sessions of full-time study as a registered student for the Degree of Bachelor of Community Learning and Development (Social Sciences).

#### 2. General Structure and Assessment of the Degree

- 2.1 The curriculum for the Degree of Bachelor of Community Learning and Development (Social Sciences) shall be a three-year programme of work-based learning comprising qualifying work experience and taught modules amounting to 120 credits per annum. The programme shall be set out in a personal Learning Programme Agreement between the candidate, the employer and the University of Glasgow acting in collaboration and shall be approved by the Board of Management. The Agreement shall provide for regular and appropriate supervision of the candidate throughout the duration of the programme.

##### 2.2 Recognised Qualifying Work Experience

Qualifying work experience shall comprise:

- (i) employment in an appointment in the field of Community Learning and Development of not less than 41 weeks in the first academic year and 31 in the second and third years of study.
- (ii) participation in two placements each normally comprising continuous periods of not less than ten weeks, one in each of the second and third years of study. Placements of a number of shorter periods amounting to the same overall duration may be substituted subject to the approval of the Board of Management.

The levels and credit weights of work experience shall be as follows:

<i>Title</i>	<i>Level</i>	<i>Credit Weight</i>
Reflecting on Work Experience	1	30 credits
Year 2 Placement	2	60 credits
Year 3 Placement	3	60 credits

### **2.3 Recognised Qualifying Taught Courses**

The qualifying taught courses and their levels and credit weights shall be as follows.

<i>Title</i>	<i>Level</i>	<i>Credit Weight</i>
Learning in a Work-based Programme	1	30 credits
Engagement with the Community	1	30 credits
Development of Learning Opportunities	1	30 credits
Empowerment of Communities	2	30 credits
Organisation and Management of Community Resources	2	30 credits
The Community Learning Function	3	30 credits
Evaluation of Community Development	3	30 credits

- 2.4 Each course shall normally comprise not fewer than 80 contact hours in the form of meetings of the whole class or meetings of one or more students for tutorials or other instruction or both.
- 2.5 The duration of the Learning Programme Agreement shall normally be three years or two years if the student has been granted entry with advanced standing on the basis of prior accreditation.

### **2.6 Approval of Curricula**

Every student must have his or her curriculum approved each session by an Adviser of Studies appointed by the Faculty of Law, Business and Social Sciences.

### **2.7 Minimum requirement for the award of credits**

- a) The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the Board of Management concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.
- b) Students shall be required to comply with departmental instructions as are prescribed by the Head of Department or equivalent responsible for delivery of the programme. Such instructions may require students: to attend specified lectures, tutorials, meetings with tutors or supervisors, practical sessions, placements, 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 reports by such dates as may be instructed; to undergo assessment in respect of the components of the programme as set out in the Scheme of Assessment. All such instructions shall be given to students in writing at the beginning of the course concerned. Reasonable notice of any alteration to them will also be given in writing.

### **2.8 Assessment**

- a) Assessment of work experience and performance in taught courses shall be conducted in accordance with the Code of Assessment of the University of Glasgow.
- b) A candidate who, without good cause shown, does not undergo assessment as required by the departmental instructions shall for the purposes of these regulations have the same entitlement as a student who attends the examination and is awarded Grade H.

### **2.9 Re-assessment**

A candidate who is awarded a Grade D or better at the first attempt will not normally be allowed to be re-assessed. A candidate who is initially awarded an E, F, G or H grade may be re-assessed on one further occasion at the next available opportunity. The number of grade points awarded as a result of the resit

assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

### **3 Progress of Students**

- 3.1 In order to progress to a component at level 2 or 3 a student will normally be required to have attained at least Grade D in all components at the preceding level.

#### **3.2 Administration of progression**

The progress of all students will be reviewed annually by the Board of Management. The academic record of any student who has not attained Grade D or better in the relevant qualifying work experience or taught courses will be considered by a Progress Committee of the Faculty of Law, Business and Social Sciences. Students will be invited to make representation to the Progress Committee to assist it reach a decision. The Progress Committee may exclude such a student from further studies towards the Degree of Bachelor of Community Learning and Development (Social Sciences) or may permit the student to continue studies subject to such conditions as the Progress Committee may determine.

#### **3.3 Appeals against Decisions relating to the Progress of Studies**

A student who is excluded from further study by the Progress Committee may appeal to the Appeals Committee of the Faculty of Law, Business and Social Sciences.

#### **3.4 Certificate of Basic IT Competence**

All students must normally obtain the University's Certificate of Basic IT Competence before the end of their first year of study by completing the course of study offered by the IT Education Unit or by gaining exemption from the ITEU course through one of the routes indicated in Section (XXV) of the Fees and General Information section of the University Calendar. Attainment or non-attainment of the Certificate of Basic IT Competence will be indicated in the student transcript.

### **4. Award of the Degree and Non-Degree Awards**

#### **4.1 Award of the Degree**

A minimum graduating curriculum for the Degree of Bachelor of Community Learning and Development requires that a candidate attain Grade D or better in all qualifying components of the programme of study prescribed in these regulations.

- 4.2 The Degree of Bachelor of Community Learning and Development (Social Sciences) may be awarded with distinction or merit. Distinction will be awarded to candidates who achieve, in accordance with Schedule C of the Code of Assessment, a grade point average of at least 14. Merit will be awarded to candidates who achieve a grade point average of at least 12 but less than 14.

#### **4.3 Student exchange programmes**

A candidate may be permitted to study elsewhere within the provisions of a Student Exchange Programme or Credit Transfer Scheme approved by the University Court of the University of Glasgow on the recommendation of the Senate and may be allowed to count courses attended and credits obtained in accordance with such provisions as qualifying towards Degree of Bachelor of Community Learning and Development (Social Sciences) provided that the Senate has first confirmed on the recommendation of the Board of Management that the content and standard of any credit-bearing course be recognised as equivalent to or an approved substitute for a corresponding course and credits qualifying for the Degree.

#### **4.4 Non-Degree Awards**

Students who do not complete the Degree of Bachelor of Community Learning and Development (Social Sciences) may be awarded a Certificate of Higher Education (Social Sciences) or a Diploma of Higher Education (Social Sciences).

#### **4.5 Certificate of Higher Education (Social Sciences)**

- a) A candidate who has completed components totalling at least 120 credits and has attained a grade point average of at least 8.5 shall be eligible to receive the Certificate of Higher Education. Students who proceed to a diploma or Degree will not receive a certificate.
- b) The Certificate of Higher Education shall be awarded with Merit where the grade point average over the relevant components is at least 12 but less than 14, and with Distinction where the grade point average is at least 14.

#### **4.6 Diploma of Higher Education (Social Sciences)**

- a) A candidate who has completed courses totalling at least 240 credits including at least 90 credits at Level 2 and has attained a grade point average of at least 8.5 shall be eligible to receive the Diploma of Higher Education. Students who proceed to a Degree will not receive a diploma.
- b) The Diploma of Higher Education shall be awarded with Merit where the grade point average over the relevant components is at least 12 but less than 14, and with Distinction where the grade point average is at least 14.

## V MASTER OF ARTS (MA) IN SOCIAL WORK

In August 2004 the Department of Social Work, University of Glasgow and the Department of Social Work, University of Strathclyde, merged to form the Glasgow School of Social Work. Undergraduate teaching of students in the joint School takes place at the Jordanhill Campus of the University of Strathclyde. Students undertaking the Degree of Master of Arts in Social Work therefore attend courses at the University of Strathclyde. The Regulations for this Degree Programme are detailed in the Calendar of the University of Strathclyde.

## DEPARTMENT OF ACCOUNTING AND FINANCE

### VI DEGREE OF BACHELOR OF ACCOUNTANCY

The Degree of Bachelor of Accountancy is governed by Resolution No. 526 of the University Court which came into effect on 1 October 2004 with provision that:

1. The Degree of Bachelor of Accountancy (BAcc) may be awarded by the University of Glasgow in the Faculty of Law, Business and Social Sciences (the Faculty) either as an Ordinary Degree or as a Degree with Honours in such designations as may be prescribed by Regulations.
2. The Senate may make regulations, which are subject to approval of the University Court, governing the award of the Degree - these are set out in the section entitled 'Regulations' below.
3. The early exit awards of Diploma in Higher Education and Certificate in Higher Education are also included in the Regulations.

### REGULATIONS

#### 1. Duration of Degree Study

##### 1.1 *Study in the University of Glasgow*

The period of study for the Degree with Honours shall normally extend over not fewer than four academic years of full-time study and not more than five years or, where the curriculum consists of, or includes, a period or periods of part-time study, not fewer than five academic years and not more than eight years. The period of study may be reduced in respect of study undertaken for another degree of the University of Glasgow or in another university or institution of higher or further education recognised for the purpose by the University Court. In each case, however, the period of study is subject to the provisions of the following sub-sections.

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

- a) An undergraduate who has, in the course of study for another degree of the University of Glasgow, satisfactorily completed qualifying courses for the Bachelor of Accountancy Degree and who is admitted by transfer to study for the Bachelor of Accountancy, having withdrawn from the other degree, may count the courses as qualifying towards the Bachelor of Accountancy Degree.
- b) Credits to a maximum of 120, or exceptionally above that, as deemed appropriate by the Faculty of Law, Business and Social Sciences, may count as part of the overall requirements of a minimum graduating curriculum if they have been obtained from:

A course of study for another award of the University of Glasgow;

*or*

a course of study in another institution of Higher Education, provided that the Senate is satisfied that the standard of the courses for which they were awarded is equivalent to that of qualifying courses for the Degree of Bachelor of Accountancy;

*or*

a combination of both.

#### 2. General Structure and Assessment of Degree

##### 2.1 *Structure*

The curriculum for the Degree of Bachelor of Accountancy shall comprise qualifying credit-bearing courses.

The minimum requirements for the award of a degree, hereafter referred to as a minimum graduating curriculum, are expressed in terms of (a) credit bearing qualifying courses at various levels and (b) credits accumulated, (c) courses relating to the various degrees (d) the balanced profile of the grades awarded by the examiners for each course.

## **2.2 Recognised Qualifying Courses**

- a) All courses listed in the Undergraduate Course Catalogue and Departmental Course Documentation which are offered by the Department of Accounting and Finance are qualifying courses. Courses available in other departments and Faculties may be taken as qualifying courses. In particular, these qualifying courses shall include those in the Department of Business and Management, the Department of Economics, the School of Law and the School of Modern Languages. A qualifying course shall carry the credits as determined in the Undergraduate Course Catalogue and Departmental Course Documentation.
- b) Prescribed groups of qualifying courses may be recognized as leading to a degree with a specific designation.
- c) Subject to the approval of the Senate, the Faculty of Law, Business and Social Sciences and other appropriate faculties shall approve and recognise qualifying courses and designated courses relating to each designated degree.
- d) Courses will normally consist of approximately 10 hours of study time for each unit of credit available from the course; consisting of attendance at lectures, tutorials, seminars and other classes, directed private reading, use of computer based or other learning materials, and the preparation of course assignments.

## **2.3 Pre-requisites and Co-requisites**

- a) Subject to the approval of Senate, the Faculty of Law, Business and Social Sciences and other appropriate faculties may prescribe pre-requisites and co-requisites and other conditions for admission to qualifying courses.
- b) Except as provided for in (c) below, a qualifying course shall not normally form part of a minimum graduating curriculum unless, before admission to it, a student has met such prerequisites, co-requisites or any other condition for entry as may be stipulated.
- c) Exceptionally, and where there is good academic reason, the appropriate Head of Department may, at his or her discretion, admit to a qualifying course a student who has not fulfilled the normal prerequisite(s) or co-requisite(s) for that qualifying course, if the student has satisfactorily completed qualifying courses at the University in another related subject or other related subjects, or if the student provides other evidence of suitability for admission to the course.

## **2.4 Approval of Curricula**

- a) 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. Students must follow advising procedures currently in place in the Faculty of Law, Business and Social Sciences.
- b) A student shall not normally be permitted to enrol in a course after two weeks of teaching in that course have elapsed.
- c) A student may not be enrolled concurrently for another degree or academic or professional qualification without the permission of the Faculty of Law, Business and Social Sciences.

## **2.5 Minimum Requirement for the Award of Credit**

### **a) Specific Instruction**

The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the Department concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.

## **2.6 Assessment**

The Regulations for assessment are governed by the Code of Assessment, which is contained in the Fees and General Information section of the University Calendar, but do not allow compensation by means of a Grade Point Average. A statement of the procedures for assessment of courses taught by the Department of Accounting and Finance is contained in the Departmental Procedures Manual available from that Department.

## **2.7 Re-assessment 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. There will not normally be any resit examination in Level 3 / 4 courses taken at Honours level. A candidate (other than a candidate taking courses at Level 3 / 4) entitled to sit the end-of-course examination shall be entitled to resit the examination, but normally only once and at the next available diet. A candidate who does not attend that examination without good cause at the first diet, shall for the purposes of these regulations have the same entitlement as a student who attends the examination and is awarded a zero mark. The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

### 3. Progress of Students

#### 3.1 General Progress Requirements

##### a) Annual Review

The progress of all students is subject to annual review.

##### b) Exclusion or Suspension from Study

The Faculty of Law, Business and Social Sciences may at its discretion exclude or suspend from attendance students whose progress is unsatisfactory, provided that the rules relating to unsatisfactory progress shall have been approved by Faculty and the Senate and published in the University *Calendar*.

##### c) Progress Rules: Full-time Students

- i) A candidate will normally be required to repeat attendance on courses previously attended in which he or she has failed to obtain Grade D or above. The candidate will be permitted to take only such further courses as the Faculty may permit, unless he or she has obtained credits as noted below:

After one year of attendance	80 credits	Including at least two courses from Finance 1, Financial Accounting 1 and Management Accounting 1 passed at Grade D or above.
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After two years of attendance	160 credits	Including Finance 1, Financial Accounting 1, Management Accounting 1 and at least two courses from Finance 2, Financial Accounting 2 and Management Accounting 2 passed at Grade D or above.
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After three years of attendance	240 credits	Including all Level 1 and Level 2 courses (with the exception of Taxation) passed at Grade D or above.
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- ii) A candidate will normally be required to discontinue studies for the Degree unless he or she has obtained Degree examination passes at Grade D or above equivalent to at least 60 credits in the first year, at least 90 credits in each subsequent year of attendance and has passed the Degree examinations in Finance 1, Financial Accounting 1 and Management Accounting 1 before the end of his or her second year of study and Finance 2, Financial Accounting 2 and Management Accounting 2 before the end of his or her third year of study.

##### d) Progress Rules: Part-time Students

- i) A candidate will normally be required to repeat attendance on courses previously attended in which he or she has failed to obtain Grade D or above. The candidate will be permitted to take only such further courses as the Faculty may permit, unless he or she has obtained credits as noted below:

After one year of attendance	40 credits	Including at least one course from Finance 1, Financial Accounting 1 and Management Accounting 1 passed at Grade D or above.
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After two years of attendance	90 credits	Including at least two courses from Finance 1, Financial Accounting 1 and Management Accounting 1 passed at Grade D or above.
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After three years	140 credits	Including Finance 1, Financial Accounting 1, Management Accounting 1 and at least one course from Finance 2, Financial Accounting 2 and Management Accounting 2 passed at Grade D or above.
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After four years	190 credits	Including Finance 1, Financial Accounting 1, Management Accounting 1 and at least two courses from Finance 2, Financial Accounting 2 and Management Accounting 2 passed at Grade D or above.
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After five years	240 credits	Including all Level 1 and Level 2 of courses (with the exception of Taxation) passed at Grade D or above
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- ii) A candidate will normally be required to discontinue studies for the Degree unless he or she has obtained Degree examination passes at Grade D or above equivalent to at least 30 credits in the first year, at least 40 credits in each subsequent year of attendance and has passed the Degree examinations in Finance 1, Financial Accounting 1 and Management Accounting 1 before the end of his or her third year of study and Finance 2, Financial Accounting 2 and Management Accounting 2 before the end of his or her fifth year of study.

#### 3.2 Administration of Progression

- a) The academic record of any student who fails to satisfy the progress requirement set out above will be examined by the Faculty Progress Committee. The Senior Adviser of Studies will submit a report to the

Committee on each case. The date of the meeting of the Progress Committee will be advertised in advance on departmental notice boards. A student who has been affected by the application of the Progress Regulations may make written representations on his/her behalf to the Committee. The Progress Committee may exclude a student from further study for the Degree of Bachelor of Accountancy or may permit the student to continue studies subject to such conditions as the Progress Committee may determine.

- b) The exclusion of a student, or the suspension of a student from full-time or part-time attendance, must be confirmed by the Faculty of Law, Business and Social Sciences. Students liable to be excluded or suspended shall be informed of this in writing.

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

Any candidate may appeal against the application of the progress regulations; such appeal is to the Faculty Appeals Committee. Notification, in writing, of appeal by a candidate must be made to the Faculty Secretary within 14 days of notification of the exclusion or suspension and must include the grounds upon which the appeal is based. An appellant may be accompanied at the hearing of the appeal by an Adviser of Studies or some other appropriate person. The Committee's Code of Procedure is available from the Faculty Office or from the Senate website at [www.senate.gla.ac.uk/calendar/](http://www.senate.gla.ac.uk/calendar/)

- a) In exceptional circumstances, and after consideration of all the relevant evidence, it shall be open to the Faculty Progress Committee or the Faculty Appeals Committee to permit a student to repeat a full-time year, in which case he or she may be subject to the minimum requirements for progress of the particular year of the Degree curriculum which has been repeated (see 12 (c) (i) and (ii) above).

## **4. Specific Structure of the Degree and the Awards Associated With It**

### **4.1 Minimum Requirements for the Award of the Degree and Other Awards**

- a) A full-time student work load shall normally consist of qualifying courses totalling approximately 120 credits per academic session. The full-time student work load per academic session shall be no less than 100 credits. The maximum part-time student work load per academic session shall be 80 credits.
- b) A student's assessed performance in each qualifying course shall be graded. Grade descriptors are as stated in Schedule A of the Code for Assessment but Grade Point Averages do not apply. Credits will be given only for assessments at a minimum of Grade D or above.
- c) A minimum graduating curriculum shall for the award of an Honours Degree consist of qualifying courses, which carry credits totalling a minimum of 480 credits, obtained at Grade D or above, for the award of an Honours Degree. At least 120 of these shall be at Level 2 and at least 180 shall be at Level 3/4. In the Honours examination there shall be three classes of Honours, but the examiners may, in their discretion, divide the second class into two divisions. The names of the candidates placed in each class shall be arranged in alphabetical order. The Honours classification will normally be based on Level 3/4 courses but in assessing the merit of a candidate for the Degree with Honours, the examiners may have regard to his or her performance not only in Level 3/4 courses but also in all the other courses of his or her curriculum.
- d) A minimum graduating curriculum for the Ordinary Degree shall consist of qualifying courses which carry credits totalling at least 360, obtained at Grade D or above, and including a minimum of 60 at Level 3.
- e) The Ordinary Degree may be awarded with Distinction where the candidate has achieved a GPA of 14 or better or with Merit where the candidate has achieved a GPA of at least 12 but less than 14. Where the candidate has accumulated more than the minimum number of credits required, the credit counted in the calculation of the grade point average shall be reduced to that minimum by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.
- f) All students must normally obtain the University's Certificate of Basic IT Competence before the end of their first year of study by completing the course of study offered by the IT Education Unit or by gaining exemption from the ITEU course through one of the routes indicated in Section (XXV) of the Fees and General Information section of the University Calendar. Attainment or non-attainment of the Certificate of Basic IT Competence will be indicated in the student transcript.

### **4.2 Other Aspects Specific to the Degree Structure**

#### **a) Designated Degrees**

From time to time, further designations and combinations of qualifying courses may be added to those listed.

#### **B Acc**

The Bachelor of Accountancy Degree aims to enable students to develop their understanding of accountancy and finance with the cognate disciplines of economics and law.



**B Acc with Language**

The Bachelor of Accountancy with Language Degree aims to enable students to develop their understanding of accountancy and finance with the cognate disciplines of economics and law and allowing specialist study of a language other than English.

**B Acc with Finance**

The Bachelor of Accountancy with Finance Degree aims to enable students to develop their understanding of accountancy and finance with the cognate disciplines of economics and law and allowing additional specialist study of finance.

**B Acc with International Accounting**

The Bachelor of Accountancy with International Accounting Degree aims to enable students to develop their understanding of accountancy and finance with the cognate disciplines of economics and law and allowing specialist study in international accounting and language.

**B Acc and Economics**

The Bachelor of Accountancy Joint Degree with Economics aims to enable students to develop their understanding of accountancy and finance combined with advanced specialist study in Economics.

**b) Year Abroad**

The Head of Department may approve a course of study for the duration of one year or one term/semester at a recognised institution outside the United Kingdom. Such a course of study shall attract a maximum of 120 credits for the full year and a maximum of 60 credits for the one term/semester duration. The Head of Department, in consultation with the Senior Adviser of Studies, shall determine which courses shall be undertaken outside the United Kingdom, and in the case of a Socrates exchange scheme ensure compliance with the European Credit Transfer System (ECTS).

**4.3 Early Exit Awards****a) Certificate of Higher Education (Accountancy)**

A candidate who has completed courses totalling at least 120 credits with Grades of D or above shall be eligible to receive the Certificate of Higher Education in Accountancy. Candidates who proceed to a degree in any faculty will not be eligible for a Certificate.

**b) Diploma of Higher Education (Accountancy)**

A candidate who has completed courses totalling at least 240 credits, of which at least 90 credits are for courses at Level 2 or above, with Grades D or above shall be eligible to receive the Diploma of Higher Education in Accountancy. Candidates who proceed to a degree in any faculty will not be eligible for a Diploma.

**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 Senior Adviser of Studies to enrol in a course, complete the assessment elements of the course and receive certification of the outcome of the assessment.

**4.5 List of Qualifying And Designated Courses**

Availability of Courses

- a) A course may not be available in 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, or for other good reason. Full details relating to individual courses - times of meetings, requirements, assessment, *etc.* are available from the Department of Accounting and Finance, or the appropriate department offering the course. The details of the Department of Accounting and Finance courses are available from the Department's website at [www.gla.ac.uk/departments/accounting/index.html](http://www.gla.ac.uk/departments/accounting/index.html)
- b) Additional qualifying courses may be added to these lists. Further information may be obtained from the Department of Accounting and Finance or from the Department's website (see above)
- c) In some of the BAcc Degrees, general courses may be required to be selected from the *Undergraduate Course Catalogue*, other than those already specified in Levels 1, 2, 3/4. The courses are subject to availability, agreed access from the host department and the approval of the appropriate Head of Department.
- d) Where a student transfers between the various BAcc Degrees at any time during his/her course of study, the credits obtained in courses taken and passed under the common University code may be transferred to the same Level within the Degree.



<b>Level 4</b>							
Accounting and Business Ethics	15	•	•	•	•	•	•
Accounting History	15	•	•	•	•	•	•
Accounting for Management Control	15	•	•	•	✓	•	•
Accounting Theory and Policy	15	•	•	•	•	•	•
Capital Markets Theory	15	•	✓	•	•	•	•
Contemporary Financial Reporting Issues	15	•	•	•	•	•	•
Dissertation	30	•	•	•	•	•	✗
Financial Markets and Financial Institutions	15	•	✓	•	•	•	•
Financial Statement Analysis	15	•	✓	•	•	•	•
International Financial Accounting	15	•	•	•	✓	•	•
International Financial Management	15	•	✓	•	✓	•	•
Management Accounting & Organisational Behaviour	15	•	•	•	•	•	•
Social Accounting Reporting & Finance	15	•	•	•	•	•	•
Social, Ethical and Environmental Reporting	15	•	•	•	•	•	•
		4	4	4	4	5	
<b><u>Other Department Courses:</u></b>							
Contemporary Issues in Taxation	30	•	•	•	•	✗	•
Economics: Economic Analysis	30	✗	✗	✗	✗	✓	✗
Economics: Government & the Economy	30	✗	✗	✗	✗	✓	✗
Economics: Paper 3, Option	30	✗	✗	✗	✗	✓	✗
European Tax Law	30	•	•	•	•	✗	•
Language 3	30	✗	✗	✓	✗	✗	✗
Any other Law Honours option <sup>2</sup>	30	•	•	•	•	✗	✗
Any other Social Science Honours option <sup>2</sup>	30	•	•	•	•	✗	✗
<b>Levels 1, 2, 3/4 total credits required:</b>		465	465	505	500	495	360
<b>General Subjects</b>							
Minimum credit requirement per Degree		15	15	0	0	0	0
<b>TOTAL MINIMUM GRADUATING CREDITS</b>		480	480	505	500	495	360

**Key to availability of designated courses for each BAcc Degree:**

- ✓ Designated (compulsory) course
  - ✗ Not available as an option
  - An optional course
  - ✕ Not available as a designated course but can be taken in part fulfilment of the requirement to take courses in general subjects.
- 1 Students on an exchange scheme may be excused from this course if it is not available in the receiving institution.
  - 2 Limited to a maximum of 30 credits in total in any student's curriculum. Access to these courses is subject to the approval of the Head of the host department.
  - 3 At least 30 credits shall be selected from Level 3 courses offered by the Department of Accounting and Finance.
  - 4 At least 100 credits shall be selected from Level 4 courses offered by the Department of Accounting and Finance.
  - 5 A minimum of 90 credits shall be selected from Level 3 / 4 courses offered by the Department of Accounting and Finance.

# DEPARTMENT OF ACCOUNTING AND FINANCE AND SCHOOL OF LAW

## VII DEGREE OF BACHELOR OF ACCOUNTANCY AND LAW

The Degree of Bachelor of Accountancy and Law is governed by Resolution No. 527 of the University Court which came into effect on 1 October 2004 with provision that:

1. The Degree of Bachelor of Accountancy and Law (BAL) may be awarded by the University of Glasgow in the Faculty of Law, Business and Social Sciences (the Faculty) either as an Ordinary Degree or as a Degree with Honours in such designations as may be prescribed by Regulations.
2. The Senate may make Regulations, which are subject to the approval of the University Court, governing the award of the Degree. These are set out in the section entitled 'Regulations' below.
3. The early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.

### REGULATIONS

#### 1. Duration of Study

##### *1.1 Study in the University of Glasgow*

- a) The curriculum for the Ordinary Degree of Bachelor of Accountancy and Law shall extend over not fewer than three academic sessions and not more than four sessions of full-time study. The curriculum for the Degree of Bachelor of Accountancy and Law with Honours shall normally extend over not fewer than four academic sessions and not more than five sessions of full-time study.
- b) Up to one year of the relevant period of study may be undertaken elsewhere than in the University of Glasgow and treated as study in the University of Glasgow, subject to such conditions as the Faculty may prescribe in individual cases.

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

- a) The period of study may be reduced in respect of such study undertaken for another degree of the University of Glasgow or in another university or institution of higher education recognised for the purpose by the University Court.
- b) A candidate who has, as part of the curriculum for a degree in another faculty of the University, attended courses and obtained credits which qualify towards the Degree of Bachelor of Accountancy and Law, if admitted by transfer to the Faculty of Law, Business and Social Sciences, and if not concurrently seeking a degree in the other faculty, may be permitted to count such attendance given and credits obtained as qualifying towards the Degree of Bachelor of Accountancy and Law; and may be exempted by the Faculty of Law, Business and Social Sciences from not more than two years' attendance in the Faculty of Law, Business and Social Sciences, subject to such conditions as the Faculty may prescribe in each case.
- c) A candidate who has attended courses and obtained credits in another institution of higher education approved by the University Court on the recommendation of the Senate, may be allowed to count such attendance given and credits obtained as qualifying towards the Degree of Bachelor of Accountancy and Law of this University provided that the Senate is satisfied that the content and standard of any course, or combination of courses, and associated credits to be recognised are equivalent to a corresponding course, or combination of courses, and credits qualifying for the Degree of Bachelor of Accountancy and Law; but any such candidate shall attend qualifying courses in the University of Glasgow for at least two sessions including the final year of his or her curriculum.
- d) A graduate of any other Faculty of the University or of another institution of higher education approved by the University Court on the recommendation of the Senate may be allowed to count such attendance given and credits obtained as qualifying towards the Degree of Bachelor of Accountancy and Law provided that:
  - i) the Senate is satisfied that the content and standard of any course, or combination of courses, and associated credits to be recognised are equivalent to a corresponding course, or combination of courses, and credits qualifying for the Degree of Bachelor of Accountancy and Law;
  - ii) if admission to an Honours curriculum is sought, recognition is limited to the equivalent of such courses as satisfy the normal requirements of Faculty and departments for admission to Honours;
  - iii) recognition is limited to not more than 240 credits.
- e) i) A candidate may be permitted to study elsewhere within the provisions of a Student Exchange Programme or Credit Transfer Scheme approved by the University Court on the recommendation of the Senate and may be allowed to count courses attended and credits obtained in accordance with such provisions as qualifying towards the Degree of Bachelor of Accountancy and Law provided that the Senate has first confirmed the recommendation of the Faculty of Law, Business and Social Sciences that the content and standard of any credit-bearing course be recognised as equivalent to or an

approved substitute for a corresponding course and credits qualifying for the Degree of Bachelor of Accountancy and Law. Any such study taken overseas shall be limited in duration to one academic session.

- ii) Examinations at the Honours standard taken further of Scotland within such an approved Student Exchange Programme may constitute part of the final Honours diet, notwithstanding anything to the contrary in the Schedule of Regulations.
- f) A candidate who has attended courses and obtained credits in an overseas institution of higher education in satisfaction of the requirements of a twinning or split-degree programme approved by the University Court on the recommendation of the Senate may count such attendance given and credits obtained as qualifying towards the Degree of Bachelor of Accountancy and Law in this University and as satisfying the normal requirements of Faculty and departments for admission to Honours, and may, subject to the approval of the Head(s) of Department(s) concerned, enter the third year of a specified course in this University leading to the Degree of Bachelor of Accountancy and Law with Honours. Such a candidate who is subsequently not permitted by the Head(s) of Department(s) concerned to enter the Senior Honours year of study may attempt such examinations as are required for completion of the Ordinary Degree of Bachelor of Accountancy and Law.
- g) In respect of provisions (b) to (f), where necessary the credits from study outwith the University of Glasgow but counted as qualifying towards the Degree of Bachelor of Accountancy and Law, will be determined by the appropriate Head of Department.

## 2. General Structure and Assessment of Degree

### 2.1 Structure

The curriculum for the Degree of Bachelor of Accountancy and Law shall comprise qualifying credit-bearing courses. The minimum requirement for the award of the Degree, hereafter referred to as a minimum graduating curriculum, are expressed in terms of (a) credit bearing qualifying courses (b) grades achieved in credit bearing qualifying courses.

### 2.2 Recognised Qualifying Courses

- a) The qualifying courses will be specified in the Undergraduate Course Catalogue and Departmental Course Documentation and shall carry the credits as shown therein. The qualifying courses are organised as follows: List A (compulsory) - Ordinary; List B (optional) - Ordinary; List C (optional) - Ordinary, other than courses specified in Lists A, B, D or E; List D (optional) - Honours courses in Accountancy; List E (optional) - Honours courses in Law
- b) Subject to the approval of the Senate, the Faculty of Law, Business and Social Sciences and other appropriate Faculties shall approve and recognise qualifying courses and designated courses relating to each designated degree.
- c) Courses will consist of 10 hours of study time for each unit of credit available from the course; consisting of attendance at lectures, tutorial, seminars and other classes, directed private reading, use of computer based or other learning materials, and the preparation of course assignments.

### 2.3 Fulfilment of Prerequisites

Unless exception is made in the University's *Undergraduate Course Catalogue*, progression to a List B course will be granted only to those students awarded grade D or better in the corresponding List A course. Where there are other prerequisites to entry these are stipulated in the *Undergraduate Course Catalogue*.

### 2.4 Approval of Curricula

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.

### 2.5 Minimum Requirements for the Award of Credit

The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the Department concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.

### 2.6 Assessment

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

### 2.7 Re-assessment 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. There will not normally be any resit examination in Level 3/4 courses taken at Honours level. Any other candidate entitled to sit the end-of-course examination shall be entitled to resit the examination, but normally only once and at the next available diet. A candidate who does not attend that examination without good cause at the first diet, shall for the purposes of these regulations have the

same entitlement as a student who attends the examination and is awarded a zero mark. The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

### 3. Progress of Studies

#### 3.1 General Progress Requirements for All Levels of the Award

- a) i) A candidate may be excluded from examination at any level in a subject by the appropriate Head of Department if the candidate has not satisfied the conditions regarding coursework and attendance as set out in the Departmental Instructions and communicated to students by the Professor or Lecturer in charge of the course at the beginning of the session.
- ii) Such conditions shall conform with principles determined from time to time by the Faculty of Law, Business and Social Sciences subject to the approval of the Senate.
- b) i) The progress of all students is subject to annual review.
- ii) The Faculty of Law, Business and Social Sciences may at its discretion exclude or suspend from attendance students whose progress is unsatisfactory, provided that the rules relating to unsatisfactory progress shall have been approved by Faculty and Senate and published in the University *Calendar*.
- c) The progress rules for Bachelor of Accountancy and Law students are stated in the following Regulations.
- d) i) A candidate will normally be required to repeat attendance on courses previously attended but in which he or she has failed to satisfy the examiners whether or not he or she holds valid course certificates in these courses, or to take other courses in lieu, and will be permitted to take in addition only such further courses as the Faculty may permit if, after the following periods of attendance, he or she has not obtained at least the following number of Degree examination credits, *viz.*:
 

after one year:	70 credits at Grade D or better
after two years:	140 credits at Grade D or better
after three years:	210 credits at Grade D or better
- ii) A candidate will normally be required to discontinue studies for the Degree unless he or she has obtained Degree examination passes equivalent to at least 60 credits at Grade D or better in first year, at least 80 credits at Grade D or better in each subsequent year of attendance and has passed the Degree Examinations in Financial Accounting 1 and Management Accounting 1 before the end of his or her second year of attendance on courses.
- iii) Before admission to Senior Honours a student shall have accumulated, at grade D or better, a minimum of 280 credits from qualifying courses listed in regulation 2, including all List A courses.
- e) In addition to the foregoing requirements, a candidate for the Degree with Honours must normally gain at least a Grade D in all courses in Junior Honours in order to progress to Senior Honours.

Students who fail to satisfy these requirements must repeat courses if permitted or will be transferred to the Ordinary Degree curriculum.

#### 3.2 Administration of Progression

The progress of all candidates is subject to annual review. The academic record of any student who fails to satisfy the progress requirement set out above will be examined by the Faculty Progress Committee. The Adviser of Studies will submit a report to the Committee on each case. The date of the meeting of the Progress Committee will be advertised in advance on Departmental notice boards. A student who has been affected by the application of the Progress Regulations may make written representations on his/her behalf to the Committee. The Progress Committee may exclude a student from further study for the Degree of Bachelor of Accountancy and Law or may permit the student to continue studies subject to such conditions as the Progress Committee may determine.

#### 3.3 Appeals

The exclusion of a student, or the suspensions of a student from full-time attendance, must be confirmed by the Faculty of Law, Business and Social Sciences. Students liable to be excluded or suspended shall be informed of this in writing. Any candidate may appeal against the application of the progress regulations; such appeal is to the Faculty Appeals Committee.

Appeals against decisions of the Departments within the Faculty in relation to progress or other matters affecting a candidate should be made to the Faculty Appeals Committee in accordance with the procedure set out in the University *Calendar*.

## 4. Specific Structure of the Degree and Sub-Degree Awards

### 4.1 Minimum Requirements of the Award of the Degree and Other Awards

#### 4.1.1 Degree of Bachelor of Accountancy and Law at Ordinary Level

- a) A minimum graduating curriculum for the Degree of Bachelor of Accountancy and Law at the Ordinary level must include qualifying courses comprising:
  - i) a minimum total of 360 credits;
  - ii) a minimum of 300 credits at grade D or better;
  - iii) all courses in List A at grade D or better
  - iv) a minimum of 30 credits from Accountancy and Finance courses in List B ;
  - v) a minimum of 30 credits from Law courses in List B;
  - v) a minimum of 60 credits at Level 3.
- b) The Ordinary Degree may be awarded with distinction where the candidate has achieved a GPA of 14 or better, with no grade less than D, or with Merit where the candidate has achieved a GPA of at least 12 but less than 14, with no grade less than D. Where the candidate has accumulated more than the minimum number of credits required, the credit counted in the calculation of the grade point average shall be reduced to that minimum by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

#### 4.1.2 Degree of Bachelor of Accountancy and Law with Honours

- a) i) a minimum graduating curriculum for the Degree of Bachelor of Accountancy and Law with Honours must include a minimum total of 480 credits from qualifying courses, including:
  - ii) all courses in List A at grade D or better;
  - iii) a minimum of 300 at grade D or better from courses at levels 1,2 and 3;
  - iv) a minimum of 60 credits from courses in Lists B and C;
  - v) a minimum of 150 credits from courses in Lists D and E, with a minimum of 60 credits from each of Lists D and E
  - vi) an optional honours dissertation of 30 credits, on a subject approved by the appropriate Head of Department. If this option is not taken an additional 30 credits must be taken from Lists D and E, so that a student opting not to take an honours dissertation is required to take a minimum of 180 credits from Lists D and E.
- b) No course may be taken at Honours level from Lists D and E, if it has previously been taken at Ordinary level from List B.
- c) Where a dissertation topic is selected from Accounting and Finance, the student will be required to undertake the List D course Research Methodology in that department, unless the student is on an exchange programme in third year, in which case an alternative course, subject to the approval of the Head of Department, shall be agreed.
- d) Where a dissertation topic is selected from Law, the student may be required to undertake a course in Research Methodology in that department, unless the student is on an exchange programme in third year, in which case an alternative course, subject to the approval of the Head of Department, may be agreed.
- e) Honours classification will normally be primarily based on performance in the dissertation and in Lists D and E honours courses.

#### 4.1.3 Certificate of Basic IT Competence

All students must normally obtain the University's Certificate of Basic IT Competence before the end of their first year of study by completing the course of study offered by the IT Education Unit or by gaining exemption from the ITEU course through one of the routes indicated in Section (XXV) of the Fees and General Information section of the University Calendar. Attainment or non-attainment of the Certificate of Basic IT Competence will be indicated in the student transcript.

### 4.2 Other Aspects Specific to the Degree Structure

- a) A full-time candidate for the Degree with Honours shall complete courses of study extending over at least four sessions, of which courses of study in two sessions shall be at the Honours standard.

Where an Honours prescription permits a candidate in the Junior Honours year to take a course of study at a University abroad approved by the Senate, such a period of study of one session shall, in the case of full-time students only, be counted as one of these two sessions.

- b) A candidate who has satisfactorily completed the whole of his or her Junior Honours courses but who is not for whatever reason awarded an Honours Degree shall be awarded an Ordinary Degree under the requirements of 4.1.1 above.
- c) The Faculty will ensure that students are informed of the standard of performance which guarantees an offer of admission to Honours in a particular programme. Any other student will be offered admission if the Faculty judges that the student's previous performance offers a reasonable prospect of the student reaching the required standard in the Honours programme. However, depending on student demand, class size may have to be limited and admission of students not achieving the guarantee requirements is subject to the availability of places in the class. In relation to List E, admission to Honours does not imply admission to any particular course. Students must apply for admission to individual courses in accordance with the instructions issued by the School of Law. Admission to a particular course cannot be guaranteed even for students who satisfy the minimum admission requirements. In the case of a student refused admission to Honours, the appropriate Head of Department will inform the student's Adviser of Studies. A student may appeal to the Faculty Appeals Committee against such refusal of admission.
- d) A candidate for the Degree with Honours shall normally present himself or herself for examination immediately upon completion of the prescribed courses. However, the appropriate 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.
- e) i) There shall be three classes of Honours, but the examiners may, at their discretion, divide the second class into two divisions.
- ii) A candidate for the Degree with Honours who has completed the Degree examinations and has failed to be placed in any class, may be recommended for the award of the Ordinary Degree of Bachelor of Accountancy and Law. Any such recommendation shall be made by the Honours examiners concerned, who shall take into account the performance of the candidate in the Final Honours examinations and his/her course work in the Junior and Senior Honours Classes.

### **4.3 Early Exit Awards**

#### *a) Certificate of Higher Education (Accountancy and Law)*

- i) A candidate who has completed courses totalling at least 120 credits at grade D or better shall be eligible to receive the Certificate of Higher Education (Accountancy and Law). Students who proceed to a diploma or degree will not receive a certificate.
- ii) The Certificate of Higher Education (Accountancy and Law) shall be awarded with Merit where the average grade over the courses being counted for the award of the certificate is B with no grade below D, and with Distinction where the average grade over the courses being counted for the award of the certificate is A.

#### *b) Diploma of Higher Education (Accountancy and Law)*

- i) A candidate who has completed courses totalling at least 240 credits, where at least 90 credits are for courses at Level 2 or above, and with no grade below D, shall be eligible to receive the Diploma of Higher Education (Accountancy and Law). Students who proceed to a degree will not receive a certificate.
- ii) The Diploma of Higher Education (Accountancy and Law) shall be awarded with Merit where the average grade over the courses being counted for the award of the Diploma is B with no grade below D, and with Distinction where the average grade over the courses being counted for the award of the diploma is A with no grade below D.

### **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 Clerk of the Faculty to enrol in a course, complete the assessment elements of the course and receive certification of the outcome of the assessment.

## **SCHOOL OF LAW**

### **VIII DEGREE OF BACHELOR OF LAWS**

The Degree of Bachelor of Laws is governed by Resolution No. 511 of the University Court which came into effect on 1 October 2004 with provision that:

1. The Degree of Bachelor of Laws (LLB) may be awarded by the University of Glasgow in the Faculty of Law, Business and Social Sciences as a Degree in such designations as may be prescribed by Regulations.
2. The Senate may make Regulations governing the award of the Degree which are subject to the approval of the University Court. These are stated under 'Regulations' below.



3. The Degree may be awarded as an Ordinary Degree and also as an Honours Degree. The early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.

## REGULATIONS

### 1. Duration of Degree Study

#### 1.1 Study in the University of Glasgow

A candidate for the Degree of Bachelor of Laws (LLB) (a candidate) shall, subject to the provisions of regulations 1.2 and 1.3, study in the University of Glasgow full-time for a minimum period of three years in the case of the Ordinary Degree and four years in the case of the Honours Degree. A candidate must normally satisfy the minimum requirements for the award of an Ordinary Degree within four years and for the award of an Honours Degree within five years.

#### 1.2 Accelerated LLB

Candidates who already hold an Honours Degree or equivalent may be enrolled as candidates for the accelerated LL.B. In respect of these candidates the regulations above will apply with the following modifications:

- a) the minimum period of study set out in regulation 1.1 shall be two years.
- b) Candidates will normally have examination passes recognised to a value of 120 credits, including 60 credits at level 3. Applications for such recognition will be made as under regulation 1.3.
- c) For the purposes of the calculation of the grade point average under regulation 4.2 and for the award of Distinction and Merit under regulation 4.3 only those credits obtained through study for the accelerated LLB will be counted.

#### 1.3 Reduction in the Period of Study and Recognition of Passes

Application may be made for reduction of the period of study for the Degree. Any reduction shall normally be not more than one year. In considering applications for reduction, the Faculty may:

- a) recognise examination passes in the University of Glasgow or another university or institution of higher or further education as equivalent to specified examination passes for the LLB, up to a normal maximum of 120 credits; or
- b) require a person seeking reduction to pass a further examination as a condition of granting the reduction sought; or
- c) recognise attendance on courses elsewhere as qualifying to sit the relevant examination for the LLB; or
- d) award general credit towards the requirements of the LLB, subject to a maximum of 120 credits, for examination passes in the University of Glasgow or another university or institution of higher or further education.

Candidates for the Degree of LLB who have transferred into the Faculty from another Faculty within the University of Glasgow or from a Faculty other than a Faculty of Law in another university or institution of higher or further education may apply under this Regulation for recognition of passes already obtained. Such recognition will take the form of the award of general credit as in (d) above or specific credit as in (a) above.

#### 1.4 Applications

Applications to for reduction of the period of study, and for recognition of passes must be made in writing to the Senior Adviser of Studies. The Senior Adviser shall have delegated power to determine applications made under Regulation 1.3 above and shall report on the exercise of this power to Faculty. Where relevant, the application must be supported by evidence of attendance or examinations passed. Written notification of the result of the application will be given and only such written notification may be relied on as evidence that the application has been granted. Any student who undertakes study elsewhere without such written notification of approval shall be deemed to be absent without leave and shall not normally be entitled to credit in respect of such study.

### 2. General Structure and Assessment of Degree

#### 2.1 Recognised Qualifying Courses

- a) The courses available for study in the Ordinary Degree fall into the two groups listed at the end of this regulation. With the approval of Faculty where credit has been given for courses taken in other universities or institutions of higher or further education recognised for the purpose by the University Court, such courses may be substituted for those courses in Group A which Faculty regards as equivalent and an appropriate number of credits awarded.
- b) A candidate may be given up to 30 credits for satisfactory performance of programmes of work which are not credit bearing courses. Such programmes must be approved by the Faculty and may include participation in mooting, research, assistance with academic research, placements with employers and organisations outwith the University, and other appropriate activities. A candidate must have the approval

of his or her Adviser of Studies for admission to such a programme. Faculty shall make arrangements for the approval of programmes and for the scrutiny of approval.

*Group A*

<i>Course</i>	<i>Level</i>	<i>Credits</i>
Civil Jurisdiction and Evidence	3	30
Civil Law	1	40
Commercial Banking	3	30
Commercial Law	2	20
Comparative Law	3	30
Criminal Justice	3	30
Criminal Law and Evidence	1	20
European Union Law	2	10
Forensic Medicine	1	20
Human Rights and Scots Law	3	30
Institutions and Judicial Control of the EU	3	30
Institutions of International Law	3	30
Intellectual Property Law	3	30
International Family Law	3	30
International Private Law	2	20
Jurisprudence	2	20
Labour Law	2	20
Law and Government	2	20
Legal Theory	3	30
Principles of Private Law	1	40
Property Law	2	40
Public International Law	1	20
Roman Law of Property and Obligations	1	20
Scots Law in the Western Legal Tradition	2	20
Sources and Institutions in Scots Law	1	40
Sources and Family in Roman Law	1	20
Tax Law	2	10

*Group B*

All courses available for the Degree of Bachelor of Accountancy in the Faculty, or courses listed in the *Undergraduate Course Catalogue* available in other Faculties.

**2.2 Pre-requisites 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 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.

**2.3 Compulsory Courses and Order of Study**

The courses named below are compulsory for the Degree:

*First Year*

Principles of Private Law

Sources and Institutions in Scots Law

*Second Year*

Jurisprudence

Law and Government

**2.4 Approval of Curriculum**

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.

**2.5 Minimum Requirements for the Award of Credit**

The minimum requirement for the award of credits is the submission of at least 75% by weight of the course's summative assessment (including any examinations). Further requirements may include monitored attendance at classes and examinations. All such requirements shall be specified by the Department concerned, and given to students in writing at the beginning of the course. Normally no grade or credits shall be awarded to a candidate who has not met these requirements.

**2.6 Assessment**

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

**2.7 Achievement of grade D where a Course Involves more than One Instrument of Assessment**

In order to achieve a grade D in a course which involves more than one instrument of assessment a candidate will:

- a) have to comply with the requirements set out in regulation 2.5 above;
- b) require to obtain an overall mark for all instruments of assessment of at least grade D; and
- c) have no G or H grade for an individual instrument of assessment.

**2.8 Re-assessment in a Course**

- a) A candidate shall normally be required to complete any assessment task at the first available opportunity. A candidate who, without good cause, does not so complete shall not be given a grade for that assessment. Where a candidate is excused from completion at the first available opportunity for medical reasons or other good cause, the next opportunity shall be treated as the first opportunity.
- b) A candidate who is awarded a grade of D or better after the first assessment of a course will not normally be allowed to resit an end of course examination or other summative assessment. Any other candidate shall be entitled to resit the examination or assessment provided he or she has otherwise complied with the minimum requirements for the award of credit for the course concerned. In the case of an end of course examination, the candidate is entitled to resit at the next available diet. Where other forms of summative assessment are involved, the entitlement is to resit that assessment at the next available opportunity. Where the assessment of the course involves more than one instrument of assessment a grade of F or better in any one of these may be carried forward to the resit.
- c) A candidate who, after resitting the assessment for a course, still has not achieved grade D or better, will normally be entitled to resit the assessment on two further occasions in the next succeeding academic year. Where the assessment of the course involves more than one instrument of assessment a grade of F or better in any one of these may be carried forward to the resit attempts in the next succeeding academic year.
- d) The number of grade points awarded as a result of the resit assessment will be no higher than 10 (defined in Schedule C of the Code of Assessment as being equivalent to a Grade D) and no lower than the number corresponding to the Grade achieved in the original assessment.

Notwithstanding the above, any candidate who

- (a) is entitled to submit to end-of-course assessment and
- (b) requires an improved result after the first diet of the examination in order to complete a graduating curriculum in that year of study

may resit the end-of-course examination irrespective of the result obtained as a consequence of the first diet. Entitlement to resit shall normally be limited to the next available diet when the candidate will be awarded the number of Grade Points corresponding to the Grade achieved in the resit assessment or, if higher, that corresponding to the Grade achieved in the original assessment. This provision will extend to courses totalling no more than 60 credit points.

**3. Progress in Studies****3.1 General Progress Requirements for all Levels of the Award**

- a) Where a candidate fails to make adequate progress in studies as defined below, the Faculty may:

- i) Require the candidate to discontinue study for the Degree;
  - ii) Suspend the candidate from further attendance on courses for a period;
  - iii) Require the candidate to repeat any year of study and to repeat attendance on any course which the candidate has previously attended but in which he or she has failed to obtain a grade D or above.
- b) A candidate will normally be required to discontinue study if:
- i) After one year of study, he or she has not accumulated 60 credits at grade D or above;
  - ii) After two years of study, he or she has not accumulated 160 credits, including 40 credits at level 2, at grade D or above;
  - iii) After three years of study, he or she has not accumulated 240 credits, including 40 at level 2, at grade D or above, and achieved an overall grade point average of 8.5 or above;
  - iv) He or she has not achieved the requirements for the award of an Ordinary Degree after four years of study.
- c) A candidate will normally be required to repeat any year of study if he or she has not accumulated the following numbers of credits at grade D or above:
- i) after one year of study, 80 credits;
  - ii) after two years of study, 200 credits, including at least 40 at level 2;
  - iii) after three years of study, 280 credits, including at least 40 at each of levels 2 and 3.
- d) Where a candidate is required to repeat a year of study under paragraph (c), he or she may instead be suspended at his or her own request. The Faculty may impose such conditions on suspension as it considers fit, and a suspended candidate shall normally be readmitted on application if he or she has satisfied those conditions. A candidate who has been suspended will be readmitted to the year of study which Faculty considers appropriate in view of their performance since beginning study for the Degree.
- e) A candidate may normally proceed into Senior Honours only if he or she has satisfactorily completed the work of her or his Level 3 courses and attained a grade D or better for the compulsory courses listed in regulation 2.3.
- f) All students must normally obtain the University's Certificate of Basic IT Competence before the end of their first year of study by completing the course of study offered by the IT Education Unit or by gaining exemption from the ITEU course through one of the routes indicated in Section (XXV) of the Fees and General Information section of the University Calendar. Attainment or non-attainment of the Certificate of Basic IT Competence will be indicated in the student transcript.

### **3.2 Administration of Progression**

The progress of all candidates is subject to annual review. The academic record of any student who fails to satisfy the progress requirement set out below will be examined by the Faculty Progress Committee. The Senior Adviser of Studies will submit a report to the Committee on each case. The date of the meeting of the Progress Committee will be advertised in advance on Departmental Notice boards. A student who considers that they may be affected by the application of the Progress Regulations may make written representations on his/her behalf to the Committee. The Progress Committee may exclude a student from further study for the Degree of Bachelor of Laws or may permit the student to continue studies subject to such conditions as the Progress Committee may determine.

### **3.3 Appeals**

Appeal against decisions applying the progress regulations set out in regulation 3 above may be made to the Faculty Appeals Committee. The candidate must intimate the appeal in writing to the Faculty Secretary within 14 days of receipt of notification of the decision. The notification of appeal must include the grounds of the appeal in full. In exceptional circumstances, intimation of an appeal after this deadline may be accepted. The appellant may be accompanied at the hearing of the appeal by an Adviser of Studies or some other appropriate person. The Committee's Code of Procedure is available from the Faculty Office. Appeals against decisions of the School of Law or the Faculty on other matters affecting a candidate should be made to the Faculty Appeals Committee in accordance with the procedure set out in the University *Calendar*.

## **4. Specific Structure of the Degree and the Awards Associated with It**

### **4.1 Certificate of Basic IT Competence**

All students must normally obtain the University's Certificate of Basic IT Competence before the end of their first year of study by completing the course of study offered by the IT Education Unit or by gaining exemption from the ITEU course through one of the routes indicated in Section (XXV) of the Fees and General Information section of the University Calendar. Attainment or non-attainment of the Certificate of Basic IT Competence will be indicated in the student transcript.

### **4.2 Ordinary Degree**

To be awarded the Ordinary Degree, a candidate must:

- a) Have accumulated 360 credits, including at least 180 from Group A (see Regulation 2.1).
- b) Have obtained at least 300 credits at grade D or above.
- c) Have obtained grade D or above in all the subjects listed as compulsory for the Degree in regulation 2.3.
- d) Have obtained at least 120 credits for subjects at level 2 or above, and at least 60 credits for subjects at level 3.
- e) Have a grade point average of at least 10.

Where the candidate has accumulated more than the minimum number of credits required, the credit counted in the calculation of the grade point average shall be reduced to that minimum by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

#### **4.3 Degree with Distinction and Degree with Merit**

The Ordinary Degree may be awarded with Distinction where the candidate has achieved a GPA of 14 or better or with Merit where the candidate has achieved a GPA of at least 12 but less than 14. Where the candidate has accumulated more than the minimum number of credits required, the credit counted in the calculation of the grade point average shall be reduced to that minimum by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

#### **4.4 Admission to Honours**

- a) A candidate for admission to study at Honours level must apply in accordance with the instructions issued by the School of Law. Any candidate who is refused admission to Honours study may appeal to the Faculty Appeals Committee. Candidates for admission to joint Honours must, in addition, apply in accordance with the instructions issued by the relevant other department.
- b) From time to time the School of Law will prescribe a minimum GPA for admission to Honours and the date at which it is calculated. A candidate shall not normally be admitted unless he or she has achieved the minimum GPA and has achieved a grade of D or better in all the courses listed in regulation 2.3 as being compulsory for the Degree of LLB.
- c) Admission to Honours does not imply admission to any particular course. Students must apply for admission to individual courses, either at Level 3 or at honours level as appropriate, in accordance with the instructions issued by the School of Law. Admission to a particular course cannot be guaranteed even for students who satisfy the minimum admission requirements. Where there are more applicants for particular courses than there are places available, selection of students will be based on published criteria.

#### **4.5 Honours Subjects**

Candidates for the Degree with Honours shall profess either (i) single Honours in law; (ii) Honours in law with Czech, Polish, French, German, Spanish, or Italian language ('law with language'); (iii) Honours in law with European legal studies; or, (iv) joint Honours in law and another subject approved by the Board of Studies for the LLB.

- a) Candidates for the Degree with single Honours in law shall (i) study at least two and no more than three Level 3 courses from those offered by the School of Law in their third year of study; (ii) study three honours courses from those offered by the School of Law in their fourth year of study, and (iii) submit a dissertation in law.
- b) Candidates for the Degree with Honours in law with Czech, Polish, French, German, Spanish or Italian shall spend one academic session studying abroad in the subsidiary language and will study (i) one of the honours courses offered by the School of Law; (ii) 60 credits of courses offered by the appropriate language department; (iii) approved courses in law taken during the period of residence abroad equivalent in value to 60 credits and level to Level 3; and (iv) submit a dissertation in law.
- c) Candidates for the Degree with Honours in law with European Legal Studies shall spend one academic session studying abroad in the indigenous language of the relevant European country and will (i) study three of the honours courses offered by the School of Law; (ii) submit a dissertation in law; and (iii) study approved courses in law during their period of residence abroad equivalent in value to 60 credits and in level to Level 3.
- d) Candidates for joint Honours in law and another subject shall (i) study one Level 3 course from those offered by the School of Law in their third year of study; (ii) study one honours course from those offered by the School of Law in their fourth year of study; (iii) submit a dissertation in law; and (iv) complete the programme of study approved by the LLB Board of Studies for that other subject.

In addition, candidates for the Degree with Honours shall attend such other courses of instruction as may be prescribed by the Faculty, which may make satisfactory performance in such courses a condition of progress in studies.

Fuller details of the Level 3 and honours courses offered by the School of Law, including syllabi, admission requirements, and timetable are published annually and are available from the School of Law Undergraduate Office.

#### **4.6 Curriculum**

- a) to be awarded an Honours Degree, a candidate must:
  - i) have accumulated at least 480 credits, including at least 180 credits from Group A (see Regulation B1), and have obtained credit after assessment in the appropriate honours and Level 3 courses specified in regulation 4.5;
  - ii) have obtained at least 300 credits at grade D from courses at Levels 1, 2 and 3; and
  - iii) have obtained grade D or above in all the subjects listed as compulsory for the Degree in regulation 2.3.
- b) Studies in law undertaken during a period abroad may be granted recognition for the Ordinary Degree in Law and also be recognised as the equivalent of Level 3 or honours courses.

#### **4.7 Honours Assessment**

- a) Honours courses will be assessed according to the scheme of assessment for that course, approved by Faculty, which will be issued to candidates at the start of the session. Where the assessment scheme includes a final examination a dissertation may be substituted for this, but only if the scheme of assessment for the course permits this. No candidate may submit more than one dissertation in addition to the compulsory dissertation referred to in Regulation 4.5. All written work, including essays and dissertations substituted for an examination must be submitted by the date specified in the scheme of assessment, which must be no later than the last day of term before the Easter vacation.
- b) Assessment at honours level and award of degree classes is undertaken in accordance with the current Code of Assessment for Undergraduate and Taught Postgraduate Students. Further information on the Code of Assessment and the guidelines used in cases where the Board of Examiners has discretion as to the class of honours to be awarded will be circulated at the start of each session and will be available from the School of Law Undergraduate Office.

#### **4.8 Calculation of Honours Classification**

Where a candidate has taken more than two level 3 courses, only the best two marks will be used for the purposes of calculating the overall Degree honours classification.

#### **4.9 Certificate of Higher Education (Law)**

- a) A candidate who has completed courses totalling at least 120 credits with a grade point average of at least 8.5 shall be eligible to receive the Certificate of Higher Education (Law). Candidates who proceed to a diploma or degree in any Faculty will not be eligible for the Certificate.
- b) The Certificate of Higher Education shall be awarded with Merit where the grade point average is at least 12, and with Distinction where the grade point average achieved is at least 14.
- c) Where the candidate has accumulated more than the minimum number of credits required, the credit counted in the calculation of the grade point average shall be reduced to that minimum by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

#### **4.10 Diploma of Higher Education (Law)**

- a) A candidate who has completed courses totalling at least 240 credits, of which at least 90 credits are for courses at Level 2 or above, with a grade point average of at least 8.5 shall be eligible to receive the Diploma of Higher Education (Law). Candidates who proceed to a diploma or degree in any Faculty will not be eligible for the Diploma.
- b) The Diploma of Higher Education shall be awarded with Merit where the grade point average is at least 12, and with Distinction where the grade point average achieved is at least 14.
- c) Where the candidate has accumulated more than the minimum number of credits required, the credit counted in the calculation of the grade point average shall be reduced to that minimum by discarding all or part of the credit for certain of the courses in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

## **IX POSTGRADUATE DIPLOMA IN LEGAL PRACTICE**

### **REGULATIONS**

1. A Diploma in Legal Practice may be awarded by the University of Glasgow jointly with the University of Strathclyde.

#### **2. Entrance Qualifications**

- 1) Every candidate for the Diploma must:

- a) possess a degree in law of a Scottish University, or a qualification accepted by the *Senatus* as equivalent thereto;
  - b) and have passed or obtained exemption from the professional examinations of the Law Society of Scotland in those subjects required in terms of the Admission as Solicitor (Scotland) Regulations.
- 2) Notwithstanding the requirements of paragraph (1)(b), the Director of the Diploma of Legal Practice shall have discretion to admit a candidate who is deficient in one element of these requirements, but could satisfy them during the period of study for the Diploma. A student so admitted will not be awarded the Diploma until those requirements are satisfied.

### 3. Period of Study

Every candidate for the Diploma shall pursue a course of full-time study extending over one academic year.

### 4. Curriculum

Every candidate for the Diploma shall attend the following classes:

- i) Civil Court Practice
- ii) Conveyancing
- iii) Criminal Court Practice
- iv) Financial Services and Accountancy
- v) Practice Management
- vi) Private Client
- vii) *either* (a) Company and Commercial,  
*or*  
(b) Public Administration

### 5. Examination

- 1) The Board of Examiners for the Diploma shall be those individuals who teach the prescribed courses, and such other examiners as may be appointed by the Senate of the University of Strathclyde.
- 2) Candidates must perform coursework satisfactorily and satisfy the Board of Examiners in examinations based on the curriculum.
- 3) In each of the required subjects a candidate may be examined in writing and orally at the discretion of the Examiners.
- 4) A candidate who fails to satisfy the Board of Examiners in any examination shall normally be permitted only one further attempt before the end of the academic year in which the course was taken.

### 6. Readmission

The Board of Examiners may in its discretion allow a candidate who has failed to obtain the Diploma to be readmitted in the following academic year in order to satisfy any outstanding examination requirements.