



**PROGRAMME SPECIFICATION**

Section 1: Basic Data

<b>Awarding institution/body</b>	UWE Bristol
<b>Teaching institution</b>	UWE Bristol
<b>Delivery Location(s)</b>	Frenchay Campus or, in the case of the Professional Practice Mode, the premises of the firm/Chambers concerned.
<b>Faculty responsible for programme</b>	Business and Law
<b>Modular Scheme title</b>	Law Modular Scheme
<b>Professional Statutory or Regulatory Body Links (type and dates)</b>	Where appropriate, it is proposed to seek Solicitors' Regulation Authority accreditation for the purposes of Continuing Professional Development (CPD) in relation to qualified solicitors and Bar Council accreditation for the purposes of CPD in relation to qualified barristers.
<b>Highest award title</b>	LLM Advanced Legal Practice
<b>Default award title</b>	None
<b>Interim award titles</b>	PG Dip Advanced Legal Practice
<b>Mode(s) of delivery</b>	Part time by attendance
<b>Codes</b>	
<b>UCAS code</b>	<b>JACS code</b>
<b>ISIS code M3AC12:m99012</b>	<b>HESA code</b>
<b>Relevant QAA subject benchmark statements</b>	N/A
<b>On-going/valid until* (*delete as appropriate/insert end date)</b>	
<b>Valid from (insert date if appropriate)</b>	September 2010
<b>Original Validation Date:</b>	
<b>Latest Committee Approval...QSC</b>	<b>Date:...</b>
<b>Version Code</b> 4	
<i>For coding purposes, a numerical sequence (1, 2, 3 etc.) should be used for successive programme specifications where 2 replaces 1, and where there are no concurrent specifications. A sequential decimal numbering (1.1; 1.2, 2.1; 2.2 etc) should be used where there are different and concurrent programme specifications</i>	

## **Section 2: Educational aims of the programme**

General aims of the Award are to:

- (a) Further expand Bristol Law School's provision of comprehensive professional legal education to the local, national and, possibly, overseas legal professions.
- (b) Provide continuing professional development opportunities for Bristol Law School staff within a culture of reflective practice.
- (c) Provide legal teaching, learning and assessment that is experienced by the students (and, where appropriate, by their firms) as being professionally relevant.
- (d) Maintain a supportive, learner-centred and lively learning environment.
- (e) Promote the scholarship of teaching.
- (f) Provide students with the opportunity to obtain a Master's degree as an enhancement to the solicitor's professional qualification or the barrister's professional qualification in a context that it relevant to their current practice (or future practice).
- (g) Provide students with enhanced specialist expertise within one or more practice areas, thereby further improving the student's employment and/or career prospects.

Specific aims of the Award: the overall aim of the Award is to provide the student with an opportunity to develop the skills of the autonomous researcher, analyst and practitioner, able to think critically and creatively at the current limits of his/her expanding knowledge through reflective and student-centred learning. In doing so, the Award aims to provide an opportunity to enable students to:

1. Enhance and develop their knowledge of one (or more) specialised area(s) of legal practice.
2. Develop the ability to analyse critically relevant legal provisions and evaluate the impact of relevant rules and principles on the practical application of law.
3. Where applicable, to look reflectively at their own professional practice.
4. Apply and integrate the knowledge and skills acquired at the Legal Practice Course or Bar Vocational Course/Bar Professional Training Course stage at an advanced level in the context of relevant specialist legal practice.
5. Acquire knowledge and understanding of the legal and practical processes, theories, principles and techniques relevant to their area of legal practice.
6. Engage in a core element of research training (as part of the Research and Practice Portfolio Module), enabling them to act as independent researchers.
7. Understand more fully the legal, social, ethical and commercial framework within which their work takes place.
8. Acquire (and enhance) up-to-date technical expertise in their practice area.
9. Examine, in depth, identified 'grey' areas of law within their practice area.
10. Enhance their awareness of commercial, social and ethical issues commonly arising in their practice area.
11. Undertake the Research & Practice Portfolio Module (requiring critical analysis and application of their chosen topic area) which provides students with:
  - the key skills of post-graduate study to facilitate development of their own research strategies; and
  - explore one or more elements of a chosen practice area in depth by independent research and enquiry.
12. Where applicable, progress with postgraduate professional education and training which will both contribute towards the Law Society's or Bar Council's (as the case may be) requirement for continuing professional development, whilst being relevant and structured towards the student's practice experience and aspirations.

13. Further develop and enhance the student's core legal skills of writing and drafting, research and, in appropriate cases, advocacy and negotiation.
14. As part of the Portfolio (being the product of completing the Research and Practice Portfolio Module), generate 'know-how' capable of use in the future by the students or by other practitioners in their firm or chambers.

### Section 3: Learning outcomes of the programme

The award route provides opportunities for students to develop and demonstrate knowledge and understanding, qualities, skills and other attributes in the areas specified below. In essence, the Award demands that a student develops the skills of the autonomous researcher, analyst and practitioner, able to think critically and creatively at the current limits of his/her knowledge.

#### A Knowledge and understanding

##### Learning outcomes

##### Teaching, Learning and Assessment Strategies

#### A Knowledge and understanding of:

By completion of the Award students will be able to:

1. Use research and enquiry techniques to access, create and interpret relevant knowledge in their practice area.
2. Recognise and interpret the commercial and/or social factors driving transactional and other work and influencing the decisions of clients.
3. Evidence an in-depth knowledge and understanding of complex and specialised area(s) of law and be able to apply that knowledge and understanding in their practice area by undertaking transactional and other work with increased autonomy and confidence. This should include the ability to assess the legality of client's goals and advise on associated procedural requirements.
4. Apply independent and analytical knowledge of law in other practice areas to the extent that it may impact on the client's goals.
5. Advise on the most appropriate course of conduct to achieve the client's goals in relation to a given client scenario.
6. Identify and understand, and (where appropriate) produce, appropriate documentation to reflect the client's instructions, selecting content and adopting a structure / style necessitating minimal (or no) review by a (more) senior associate or partner in the firm or chambers.

#### Teaching/learning methods and strategies:

Achievement of the learning outcomes is through a range of teaching and learning strategies including:

##### In the Optional Modules in the Professional Practice Mode

- independent reading and research in preparation for small group sessions (workshops);
- workshops - that will involve a variety of activities including group discussions, consideration of client scenarios, writing, drafting, and (where appropriate) interviewing, negotiation and advocacy exercises;
- consideration of Self Test Questions and other exercises to consolidate and test knowledge and skills acquired in preparation for, and attendance at, workshops;
- in preparing for and undertaking the unseen examination; and
- in engaging in a process of continued reflection upon their ongoing practice in the relevant practice area; recording observations from such reflection in the non-assessed Practice Log Book, and preparation for and undertaking the Presentation and Questions Assessment.

##### In the Research and Practice Portfolio Module:

- by attending the Research Methods programme of study;
- by undertaking detailed and sustained research into the student's chosen topic area; and
- by producing the assessed Research and Practice Portfolio.

## B Intellectual Skills

<p><b>B Intellectual Skills</b></p> <p>On completion of the Award students will be able to:</p> <ol style="list-style-type: none"><li>1. Learn through reflection on practice and experience.</li><li>2. Identify, research and critically evaluate relevant legal issues and advise on their implications and, in doing so, evidence the ability to critically analyse, at the appropriate post-graduate level, rules of law and apply them to complex and developing issues.</li><li>3. Identify additional legal knowledge and factual information required to resolve problems or find solutions.</li><li>4. Critically apply concepts and rules to factual situations.</li><li>5. Evaluate, adapt and apply methodologies to help solve work-based problems.</li><li>6. Identify, research and apply relevant theories to the analysis of law and legal practice processes.</li><li>7. Identify, create and evaluate options and provide solutions to work-based problems / client scenarios (sometimes with incomplete data).</li><li>8. Where appropriate in relation to the Research and Practice Portfolio, deal with complex and specialised legal norms and be able, independently, to explore the current limits of legal knowledge.</li><li>9. Where appropriate in relation to the Research and Practice Portfolio, critically evaluate current research and advanced scholarship in the relevant practice area.</li><li>10. Where appropriate in relation to the Research and Practice Portfolio, create responses to problems that redefine existing knowledge and / or develop new approaches to particular problems.</li></ol>	<p><b>Teaching/learning methods and strategies</b></p> <p>Intellectual skills are developed through a range of teaching and learning strategies including:</p> <p><u>In the Optional Modules in the Professional Practice Mode</u></p> <ul style="list-style-type: none"><li>• independent reading and research in preparation for small group sessions (workshops);</li><li>• workshops - that will involve a variety of activities including group discussions, consideration of client scenarios, writing, drafting, and (where appropriate) interviewing, negotiation and advocacy exercises;</li><li>• consideration of Self Test Questions and other exercises to consolidate and test knowledge and skills acquired in preparation for and attendance at workshops;</li><li>• in preparing for and undertaking the unseen examination; and</li><li>• in engaging in a process of continued reflection upon their ongoing practice in the relevant practice area; recording observations from such reflection in the non-assessed Practice Log Book, and preparation for and undertaking the Presentation and Questions Assessment.</li></ul> <p><u>In the Research and Practice Portfolio Module:</u></p> <ul style="list-style-type: none"><li>• by attending the Research Methods programme of study;</li><li>• by undertaking detailed and sustained research into the student's chosen topic area; and</li><li>• by producing the assessed Research and Practice Portfolio.</li></ul>
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## C Subject, Professional and Practical Skills

<b>C Subject/Professional/Practical Skills</b>	<b>Teaching/learning methods and strategies</b>
<p>On completion of the Award students will be able to:</p> <ol style="list-style-type: none"> <li>1. Working autonomously, be able to identify key legal issues in a particular client scenario, and be able to identify further information required for the resolution of a legal dispute or issue arising.</li> <li>2. Recognise and critically reflect upon the commercial factors and motivations driving and influencing a client's objectives and decisions within the relevant practice area.</li> <li>3. Plan and undertake effective research on complex and specialised legal issues.</li> <li>4. Demonstrate higher level competencies in their use of legal resources available in paper and electronic form.</li> <li>5. Evidence the ability to think analytically and reflectively about complex legal issues.</li> <li>6. Where appropriate, evidence the ability to construct complex and persuasive legal arguments in support of one or other perspective on a particular issue.</li> <li>7. Engage creatively and independently in work-based problem solving.</li> <li>8. Develop and utilise oral legal skills (including negotiation and, in appropriate cases, advocacy) with increased autonomy and confidence.</li> <li>9. Evidence the ability to communicate complex issues in a clear form.</li> <li>10. Produce letters, agreements and other written work selecting content and adopting a structure / style necessitating minimal (or no) review by a (more) senior associate or partner within the firm.</li> <li>11. Where necessary, re-act positively and constructively to legal and commercial situations not previously encountered by the student and to make informed recommendations to resolve issues and achieve client objectives.</li> <li>12. Demonstrate an awareness and appreciation of ethical issues involved in the application of legal rules and principles.</li> <li>13. Evidence the ability to apply their learning on the programme to their work environment (where applicable).</li> </ol>	<p>Achievement of learning outcomes is through a range of teaching and learning strategies including:</p> <p><u>In the Optional Modules in the Professional Practice Mode</u></p> <ul style="list-style-type: none"> <li>• independent reading and research in preparation for small group sessions (workshops)</li> <li>• workshops - that will involve a variety of activities including group discussions, consideration of client scenarios, writing, drafting, and (where appropriate) interviewing, negotiation and advocacy exercises;</li> <li>• consideration of Self Test Questions and other exercises to consolidate and test knowledge and skills acquired in preparation for, and attendance at, workshops;</li> <li>• in preparing for and undertaking the unseen examination; and</li> <li>• in engaging in a process of continued reflection upon their ongoing practice in the relevant practice area; recording observations from such reflection in the non-assessed Practice Log Book, and preparation for and undertaking the Presentation and Questions Assessment.</li> </ul> <p><u>In the Research and Practice Portfolio Module:</u></p> <ul style="list-style-type: none"> <li>• by attending the Research Methods programme of study;</li> <li>• by undertaking detailed and sustained research into the student's chosen topic area; and</li> <li>• by producing the assessed Research and Practice Portfolio</li> </ul>

## D Transferable Skills and other attributes

<p><b>D Transferable skills and other attributes</b></p> <p>On completion of the Award students will be able to:</p> <ol style="list-style-type: none"> <li>1. Act autonomously in planning and implementing tasks.</li> <li>2. Demonstrate self-direction and originality in tackling and solving problems.</li> <li>3. Plan and undertake effective research on complex and specialised issues.</li> <li>4. Evidence higher level competencies in their use of paper and electronic based library resources.</li> <li>5. Evidence the ability to think analytically and reflectively upon complex material.</li> <li>6. Seek, obtain and use information effectively.</li> <li>7. Communicate effectively in both written and oral form, including (where appropriate) the ability to develop arguments and engage in debates.</li> <li>8. Where appropriate, demonstrate interpersonal skills of effective listening, negotiating and persuasion.</li> <li>9. Where appropriate, demonstrate an ability to perform effectively in a team and project environment.</li> <li>10. Demonstrate the ability of independent learning required for effective continued professional development.</li> <li>11. Demonstrate an awareness of ethical issues involved in their research and its findings.</li> </ol>	<p><b>Teaching/learning methods and strategies</b></p> <p>Achievement of learning outcomes is through a range of teaching and learning strategies including:</p> <p><u>In the Optional Modules in the Professional Practice Mode</u></p> <ul style="list-style-type: none"> <li>• independent reading and research in preparation for small group sessions (workshops)</li> <li>• workshops - that will involve a variety of activities including group discussions, consideration of client scenarios, writing, drafting, and (where appropriate) interviewing, negotiation and advocacy exercises;</li> <li>• consideration of Self Test Questions and other exercises to consolidate and test knowledge and skills acquired in preparation for, and attendance at, workshops;</li> <li>• in preparing for and undertaking the unseen examination; and</li> <li>• in engaging in a process of continued reflection upon their ongoing practice in the relevant practice area; recording observations from such reflection in the non-assessed Practice Log Book, and preparation for and undertaking the Presentation and Questions Assessment.</li> </ul> <p><u>In the Research and Practice Portfolio Module:</u></p> <ul style="list-style-type: none"> <li>• by attending the Research Methods programme of study;</li> <li>• by undertaking detailed and sustained research into the student's chosen topic area; and</li> <li>• by producing the assessed Research and Practice Portfolio.</li> </ul>
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### **Section 4: Programme structure**

*Use next page to provide a structural chart of the programme showing:*

- *Level and credit requirements*
- *Interim award requirements*
  - *Module diet, including compulsory/core/optional modules*

<b>level M</b>	<p><b>Compulsory Modules</b></p> <p><b>Legal Practice Route</b></p> <ul style="list-style-type: none"> <li>• UJXTR3-30-M Business Law and Practice</li> <li>• UJXTR4-30-M Litigation and Advocacy</li> <li>• UJXTR5-30-M Property Law and Practice</li> <li>• UJXTU5-10-2 Solicitors Accounts</li> <li>• UJXTX3-0-M Advocacy Skills</li> <li>• UJXTX4-0-M Drafting Skills</li> <li>• UJXTX5-0-M Legal Writing Skills</li> <li>• UJXTX6-0-M Interviewing Skills</li> <li>• UJXTX7-0-M - Practical Legal Research Skills</li> <li>• UJXTX8-0-M PCFSMA</li> <li>• UJXTX9-0-M Taxation</li> <li>• UJXTXA-0-M Wills and Administration</li> </ul> <p><b>AND</b></p> <p>UJGT7A-60-M, Research and Practice</p>	<p><b>Electives</b></p> <p><b>Legal Practice Route</b> 3 from</p> <ul style="list-style-type: none"> <li>• UJXTS3-10-M Acquisitions</li> <li>• UJXTS4-10-M Advanced Criminal Litigation</li> <li>• UJXTS5-10-M Banking and Capital Markets</li> <li>• UJXTS6-10-M Charity Law</li> <li>• UJXTS7-10-M Commercial Law</li> <li>• UJXTS8-10-M Commercial Litigation and Dispute Resolution</li> <li>• UJXTS9-10-M Commercial Property</li> <li>• UJXTT3-10-M Corporate Finance (equity)</li> <li>• UJXTT4-10-M Employment Law</li> <li>• UJXTT5-10-M Family Law and Practice</li> <li>• UJXTR5-10-M Intellectual Property &amp; Competition Law</li> <li>• UJXTT7-10-M Media and Entertainment Law</li> <li>• UJXTT8-10-M Personal Injury and Clinical Negligence</li> <li>• UJXTT9-10-M Private Client (estate planning)</li> <li>• UJGUP3-10-M Real Estate Development</li> </ul>	<p><b>Professional Practice Route</b></p> <p><b>One from:</b></p> <ul style="list-style-type: none"> <li>• UJGT73-40-M, Beachcroft Commercial Property</li> <li>• UJGT3H-40-M, Clarke Willmott Commercial Property</li> </ul> <p>Other modules as may be approved from time to time</p> <p><b>AND</b></p> <p>UJGT7A-60-M Research and Practice</p> <p><b>Prerequisite requirements</b></p> <ul style="list-style-type: none"> <li>• Minimum credit/module requirements: Accredited Learning of not less than 80 credits at level M.</li> </ul>
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	<p><b>Bar Professional Training Course</b></p> <ul style="list-style-type: none"> <li>• UJXUS6-20-M Civil Advocacy</li> <li>• UJXUS7-15-M Civil Litigation Remedies &amp; Evidence</li> <li>• UJXUS8-5-M Conferencing Skills</li> <li>• UJXUSN-20-M Criminal Advocacy</li> <li>• UJXUS9-15-M Criminal Litigation Evidence and Sentencing</li> <li>• UJXU69-10-M Drafting</li> <li>• UJXUSA-10-M Opinion Writing</li> <li>• UJXUSB-10-M Professional Conduct</li> <li>• UJXUSC-5-M Resolution of Disputes out of Court</li> <li>• UJXTR7-0-m Legal Research Methods</li> </ul> <p><b>AND</b></p> <p>UJGT7A-60-M, Research and Practice</p>	<p><b>Bar Professional Training Course</b> 2 from</p> <ul style="list-style-type: none"> <li>• UJXUSD-10-M Advanced Arbitration</li> <li>• UJXUSE-10-M Clinical Negligence</li> <li>• UJXUSQ-10-M Community Legal Advice and Representation Service</li> <li>• UJXUSR-20-M Community Legal Advice and Representation Service (counts as 2 options)</li> <li>• UJXUSP-10-M Competition Law</li> <li>• UJXUSF-10-M Criminal Law</li> <li>• UJXUSH-10-M Employment</li> <li>• UJXUSJ-10-M Family Law</li> <li>• UJXUSG-10-M International Environment Law</li> <li>• UJXUSL-10-M International Trade</li> <li>• UJXUSM-10-M Landlord &amp; Tenant</li> <li>• UJXUSK-10-M Refugee and Asylum Law</li> </ul>	<p><b>Awards:</b></p> <ul style="list-style-type: none"> <li>• Target/highest LLM Advanced Legal Practice</li> <li>• Interim - PG Diploma in Advanced Legal Practice (120 credits)</li> </ul> <p><b>Credit requirements</b> 180 credits at Level M</p>
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→ **GRADUATION**

The LLM Advanced Legal Practice (LLM ALP) has been designed to build upon previous qualifications and experience (see sections 5 and 7) such as the LPC and BVC/BPTC. In the context of the LLM ALP, a PG Dip LPC or BVC/BPTC obtained before registering on the LLM ALP will be recognised as equivalent to a minimum of 80 level M credits of Accredited Learning (AL). For such qualifications which are deemed to be less than 30 months old the amount of AL credit awarded will normally be recognised as equivalent to 120 level M credits of AL. Where a student holds (a) a PG Dip LPC or BVC/BPTC which was awarded more than 30 months prior to registration on the LLM in ALP AND (b) a PG Dip in another legal subject awarded not earlier than thirty months before registration on the LLM ALP the amount of AL credit awarded will normally be recognised as 80 and 40 level M credits of AL respectively.

The process of Accreditation of Learning (AL) takes place through submission of applications to the AL Panel for the Faculty/School which take place three times each academic year. At this panel the issue of currency of credit gained is examined and where qualifications are deemed to be over 30 months old the amount of AL credit awarded will be limited to 80 level M credits.



## **Management structure**

The award forms part of the provision of the Bristol Institute of Legal Practice (BILP), within the Faculty of Business and Law. As such, the Head of BILP has responsibility for the award. An Award Leader will be appointed to take responsibility for the day-to-day management of the award. The Award Leader will report to the Head of BILP on a regular basis. The BILP management team, together with the Award Leader, will keep under the review the management team for the award. As and when appropriate, the management structure and team for the award will be developed. It is anticipated that the management structure will develop in a manner similar to that of the Legal Practice Course within BILP by the appointment of Associate Award Leaders (Deputy Course Directors) with responsibility for specific aspects of the management of the award. For example, it is anticipated that there will be an Associate Award Leader (Quality Assurance) responsible for co-ordinating and implementing quality assurance matters for the award, and an Associate Award Leader (Assessments) responsible for all assessment matters for the award. In addition, as the number of students on the award increases, it is anticipated that tutors involved in the award will take on specific roles to support the Award Leader, such as an Admissions Tutor (responsible for admissions, including the operation of the Bristol School of Law's policies and procedures for the award of Accredited Learning credit (where relevant).

## **Section 5: Entry requirements**

The Award Leader will determine, on the basis of a written application, the satisfaction of admissions criteria. An applicant will be required to have either:

5.1 A recognised (qualifying) law degree; or

5.2 A non law degree/non qualifying law degree and a recognised CPE or equivalent;

And in the case of a student embarking on the Professional Practice Route or seeking admission based upon AL (se 'Graduation' page 8) to have either

- (a) successfully completed the Legal Practice Course or the Bar Vocational Course/Bar Professional Training Course within the thirty months immediately preceding registration on the LLM ALP or
- (b) a Postgraduate Diploma in Legal Practice (the LPC) or in Bar Professional Training Course ('BPTC') or its predecessor the Bar Vocational Studies ('BVC')

## **Section 6: Assessment Regulations**

All assessment is governed by the University's current Academic Regulations and Procedures

## **Section 7: Student learning: distinctive features and support**

### **Aims of the Award**

The educational aims of the award are set out in section 2 above. The award will build upon:

- the student's previous academic study of the law at the academic stage on a law degree or the Postgraduate (now Graduate) Diploma in Law (the CPE);
- the student's professional course on the LPC or BVC/BPTC; and
- where applicable the student's practice experience.

In doing so, the award will further develop and enhance the student's legal knowledge, research and other legal skills and his/her ability to critically analyse and think creatively in respect of legal issues, thereby improving the student's ability to be an effective legal practitioner.

### **Duration**

The maximum period for the completion of the LLM award is (normally) five years. It is anticipated that students who do not have to follow the Professional Practice Mode (ie those with 120 ALCs) will complete the LLM (ie the Research & Practice Portfolio Module) within 2 years of commencement of the Programme. It is anticipated that Professional Practice Mode students will normally complete an Optional Module within two years of commencement of the programme and the LLM (ie the Research & Practice Portfolio Module) within five years of commencing the programme.

### **Order of the Modules**

Students who do have to follow the Professional Practice Mode (ie those with 80 ALCs) will be permitted to start the Research & Practice Portfolio Module before, during or after completing the Postgraduate Diploma stage, although it is anticipated that students will normally have completed the Postgraduate Diploma before commencing the Research & Practice Portfolio. A student studying the Professional Practice Mode will not be permitted to complete the Research & Practice Portfolio Module before completing the Postgraduate Diploma in Advanced Legal Practice stage (ie an Optional Module).

It is anticipated that many students (particularly non-qualified students) will want to undertake the Postgraduate Diploma stage to help identify topics for their Portfolios. However, some students (particularly qualified solicitors or barristers taking the Professional Practice Module) will, by commencement of the programme, have identified the topics for their Portfolios. It would not be appropriate to force students in that position to complete the Postgraduate Diploma stage before having their Portfolio Proposals approved, undertaking the Research Methods programme of study and commencing their Portfolios. However, such a student would not be permitted to complete the Research & Practice Portfolio Module (the LLM) until after he/she had successfully completed the Postgraduate Diploma stage.

All students will be either law graduates or non-law graduates who have completed the Postgraduate, now Graduate, Diploma in Law - the CPE and will have successfully completed the LPC or BVC/BPTC. Therefore, it is considered that all students commencing the programme will have sufficiently well developed research skills to enable them to complete the Postgraduate Diploma stage before undertaking the Research Methods programme of study on the Research & Practice Portfolio Module.

### 7.1 Curriculum Design, Content and Organisation

Curriculum Design and Content and Organisation will be the sole responsibility of BILP staff. In fulfilling these responsibilities BILP staff will have due regard to the wishes and views of any firm of solicitors or barristers' chambers for whom any particular Optional Module is being designed and written. See, by way of example the outlines of the Beachcroft and Clarke Willmott Module Specifications in Part 2.

### 7.2 Teaching, Learning and Assessment

Teaching, learning and assessment is dealt with in more detail in:

- section 3 of this Part 1 (learning outcomes of the programme);
- section 4 of this Part 1 (programme structure);
- section 6 (Assessment Regulations); and
- the individual Module Specifications in Part 2.

### 7.3 Student Support and Guidance

Students will be given support and guidance in a number of ways, including:

1. A Programme Handbook that will, amongst many other things, deal with the following:
  - course structure;
  - the structure and content of the Professional Practice Module and the Research & Practice Portfolio Module;
  - assessment regime and regulations; and
  - answers to anticipated frequently asked questions.
2. A one day induction session (including a half-day providing an introduction to the objectives, theories and methods of reflective learning in professional legal practice).
3. A Course Management Committee consisting of the Award Leader, other staff involved in the delivery of the programme and two student representatives.
4. Each student will be allocated an academic mentor on his/her commencement of the programme. The academic mentor will be a member of the UWE programme teaching team (and consequently a senior or principal lecturer and a solicitor or barrister).

If the student is undertaking the Professional Practice Mode, his/her mentor will normally be selected by virtue of having relevant practice experience in the student's chosen area of practice. The mentor may eventually become the student's Portfolio supervisor, but not necessarily.
5. Each student will be allocated a supervisor to give individual support and guidance to the student in the formulation of the Proposal for the Portfolio and the production and completion of the Portfolio (see the Module Specifications for the Research and Practice Portfolio Module in Part 2).
6. The Award Leader, programme administrator and other relevant staff involved in the programme will be available via the email and telephone to deal with individual student's questions and concerns at times when the students are not at the university. An email address for the programme will be established to which students can send administrative or programme questions. The email address will be used as a filter and will be administered by the programme administrator who will either deal with the question or issue directly or, alternatively, forward it on to the relevant individual at UWE.

7. A website (being a link from the UWE website) will be established for the programme. The website will be used to provide the following facilities to students on the programme:
  - programme Handbook and other guidance to students;
  - posting of Optional Module materials at appropriate times;
  - posting of Research Methods materials at appropriate times;
  - links to UWE on-line library services;
  - a 'notice-board'; and
  - a 'chat-room' enabling students to communicate with each other.
  
8. Students will be provided with details of the assessment marking criteria for the assessments within each of the modules comprised within the award. In addition, students will be provided with guidance on reflective learning / reflective practice, including 'further reading'; the form of the Practice Log Book (PLB); the availability of further guidance on reflective learning from mentors, etc; practice exercises on the completion of the PLB that students can undertake and submit, and in respect of which students will receive feedback prior to the date of the student's PLB.

## Section 8 Reference points/benchmarks

### Benchmarks

There are no QAA Benchmarks for qualifications in law at M level

The QAA Framework for Higher Education Qualifications in England, Wales and Northern Ireland (January 2001): "Descriptors for a qualification at Masters level" are attached in the Appendix to this Programme Specification.

### University's Mission Statement

The mission of the University of the West of England is:

*"To advance an inclusive, civilised society and its enrichment through education, research, consultancy and public service".*

The proposed programme is in full accordance with the institutional policies and the University Mission and Strategy.

In view of the distinctive nature of its work, the Bristol Institute of Legal Practice has developed a Mission Statement (and a set of Key Aspirations) that has been derived from the mission Statement for the University as a whole and has formed the basis of the School of Law's Business and Academic Planning dialogue with the Directorate for the past 5 years.

### BILP Mission Statement and Key Aspirations

#### Mission Statement

*The mission of the Bristol Institute of Legal Practice is to be a model professional law school for the 21<sup>st</sup> Century, recognised as a market leader and a centre of excellence and innovation in the provision of lifelong professional legal education and related research, providing a first class academic opportunity and experience for students and staff, satisfying the educational needs of practitioners regionally, nationally and internationally and, through enterprise and the commercial exploitation of its assets, make a significant financial contribution to the School of Law and the University.*

#### Key Aspirations

#### **The mission may be expanded to express eight key aspirations:**

1. To be recognised, nationally and internationally, by students, employers, professional bodies and within higher education, as a market leader and a centre of excellence in the provision of professional legal education and related research, publication and consultancy.
2. To promote educational opportunity and offer commitment to lifelong learning and career development by providing the fullest possible range of post-graduate professional legal education and continuing professional development courses (wherever possible by way of open / distance learning in addition to full-time mode) capable of serving the needs of lawyers whether they be barrister or solicitor, employed or in private practice, junior or senior, generalist or specialist.
3. To provide for our students a first class educational and social experience that emphasises:
  - (a) the pursuit and use of knowledge and the acquisition and application of key skills in the solution of client problems;
  - (b) the importance in legal practice of social values, the commercial and personal interests of clients and professional ethics; and
  - (c) active citizenship and the place of legal practice in the community through research involvement in practice, consultancy, pro bono work and clinical legal education projects.
4. To provide for our staff, a stable, rewarding and stimulating environment that attracts, motivates and retains the best qualified, experienced and talented legal practice teachers,

researchers and administrators.

5. Whilst maintaining our existing particular commitment to the South West region, to enhance our relationships with leading practices in London and elsewhere and further develop our international influence by increasing, where appropriate, overseas student recruitment, staff placement and exchange programmes, consultancy with international practice and research/publications of international importance.

6. To exploit fully the opportunities presented by advances in information technologies (and the internet in particular) so as to enhance the ability of the Bristol Institute of Legal Practice to achieve its mission.

7. To enter into strategic partnerships / joint ventures with professional bodies, firms of solicitors, barristers' chambers, commercial concerns and fellow higher education institutions where to do so would provide the resources necessary to enable the Bristol Institute of Legal Practice to achieve its mission.

8. To compete effectively in all respects with other leading professional law schools (in the commercial as well as the public sector) and, through enterprise and the commercial exploitation of BILP's assets, to produce surplus income capable of making a significant contribution to the School of Law and the University.

The LLM in Advanced Legal Practice is designed to be in accordance with the Mission Statement as a whole and all Key Aspirations.

This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the learning outcomes, content and teaching, learning and assessment methods of individual modules can be found in module specifications. These are available on the University Intranet.

Programme monitoring and review may lead to changes to approved programmes. There may be a time lag between approval of such changes/modifications and their incorporation into an authorised programme specification. Enquiries about any recent changes to the programme made since this specification was authorised should be made to the relevant Faculty Academic Registrar.

EXTRACTS FROM THE FRAMEWORK FOR HIGHER EDUCATION QUALIFICATIONS IN ENGLAND, WALES AND NORTHERN IRELAND – JANUARY 2001

*Descriptor for a qualification at Masters (M) level:*

**Masters degree**

**Masters degrees are awarded to students who have demonstrated:**

- i) a systematic understanding of knowledge, and a critical awareness of current problems and/or new insights, much of which is at, or informed by, the forefront of their academic discipline, field of study, or area of professional practice;
- ii) a comprehensive understanding of techniques applicable to their own research or advanced scholarship;
- iii) originality in the application of knowledge, together with a practical understanding of how established techniques of research and enquiry are used to create and interpret knowledge in the discipline;
- iv) conceptual understanding that enables the student:
  - to evaluate critically current research and advanced scholarship in the discipline;
  - to evaluate methodologies and develop critiques of them and, where appropriate, to propose new hypotheses.

*Typically, holders of the qualification will be able to:*

- a) deal with complex issues to both systematically and creatively, make sound judgements in the absence of complete data, and communicate their conclusions clearly to specialist and non-specialist audiences;
- b) demonstrate self-direction and originality in tackling and solving problems, and act autonomously in planning and implementing tasks at a professional or equivalent level;
- c) continue to advance their knowledge and understanding, and to develop new skills to a high level;

*and will have:*

- d) the qualities and transferable skills necessary for employment requiring:
  - the exercise of initiative and personal responsibility;
  - decision-making in complex and unpredictable situations; and
  - the independent learning ability required for continuing professional development.