

Appendix B1: Programme Specification

Section 1: Basic Data

Awarding institution/body	UWE, Bristol
Teaching institution	UWE, Bristol
Faculty responsible for programme	Law
Programme accredited by	Joint Academic Stage Board (JASB) Most recent JASB re-validation event – April 2007. Both Full and Part-time by Distance Learning CPE routes re-validated for five years from September 2007. Modifications relating to the distribution of subjects within teaching blocks approved by UWE (01/10/2008) and by JASB on 04/06/2009. Changes implemented from September 2009
Highest award title	Graduate Diploma in Law
The Graduate Diploma in Law is not within the UWE Modular scheme	
Relevant QAA subject benchmarking group(s)	Law
Valid from 1st September 2003 (Revalidated March 2012)	Graduate Diploma in Law
Periodic Curriculum Review Valid until	March 2012 March 2018

Section 2: Educational aims of the programme

- To provide those who are eligible to follow the Common Professional Examination (CPE) route (ie primarily non-law graduates and mature students who have been given a Certificate of Academic Standing) with an academically rigorous programme of legal education, which satisfies the requirements of both the Law Society and the General Council of the Bar, for completion of the Academic Stage of Training to become a solicitor or a barrister, and which thereby prepares the successful CPE student to proceed with confidence directly onto the Vocational Stage of Training.
- To enable the student to acquire a sound knowledge and understanding of the 7 Foundations of Legal Knowledge ("Foundation Subjects") and their inter-relationship; of an eighth area of legal study, through the Independent Research Project and of the English Legal System.
- To encourage and develop a capacity for critical evaluation of the law, legal institutions and legal process.
- To provide the opportunity to practice and develop both subject specific skills, such as legal analysis and research (through coursework tasks; the Independent Research Project and preparation for workshops and seminars), as well as a range of more general skills, such as good communication, team-working and IT skills.
- To enable the student to develop the capacity to transfer both knowledge and skills from one legal area to another.
- To provide a sound foundation upon which the successful CPE student can further develop the legal competencies and knowledge necessary for a career in legal practice.
- To enable the student to develop the necessary key skills to support them as autonomous, independent and life-long learners, whether or not within the legal profession.

Section 3: Learning outcomes of the programme

To achieve the primary aims of the programme, all CPE students, whether on the Full-time or Part-time route, are offered a range of learning opportunities, comprising plenary group sessions for the whole cohort, workshops and seminars. Eligibility to study on a CPE course is based primarily on the graduate, or equivalent, skills already demonstrated by the students in another discipline or subject. CPE students are expected to adapt to the study of law in a short time and under considerable pressure. Their efforts are supported in various ways. The Law School provides, within the course fees, a set of core texts for each student's own use, in each of the seven Foundation Subjects. In addition, a range of tutors' materials eg topic or lecture outlines; workshop exercises and seminar support sheets are made available both in hard copy and on myUWE (Blackboard). The students follow a carefully structured schedule of work to be completed each week, with prescribed preparation to be undertaken in advance of classes.

The demands of the CPE curriculum are heavy and the programme is designed to permit better focus of study by dividing the study of the seven Foundation Subjects, the eighth area of legal study and English Legal System into two "teaching blocks".

Four Foundation Subjects [Obligations I (Contract), Obligations II (Tort), Criminal Law and Public law] are studied and assessed in the first teaching block, with a further three Foundation Subjects [Property Law, Equity and Trusts and the law of the European Union] studied and assessed in the second teaching block. In addition, the Independent Research Project is researched, written and completed during the second teaching block.

For the Full-time students, each "teaching block" comprises one half of the academic year, and

for the Part-time students, each "teaching block" comprises one academic year of study.

See also the diagrams in Section 4 and at the end of this specification

English Legal System (ELS) is studied by the combined means of a preliminary reading and study pack, which students are required to complete before starting the CPE programme, and the intensive schedule of classes held in the induction period. ELS is assessed soon after the completion of the induction period. For the Full-time cohort this will usually be at the end of the second week of the first teaching block and for the Part-time Year 1 students it will usually be at the October tuition session. Legal Research skills are developed throughout the programme and form part of the explicit assessment criteria for all coursework, examinations and the Independent Research Project.

The award route provides opportunities for students to develop and demonstrate knowledge and understanding, qualities, skills and other attributes in the following areas: ...

A Knowledge and understanding

<p>Knowledge and understanding</p> <p>At the end of the programme the student will be able to demonstrate</p> <p>Knowledge and understanding of:</p> <ol style="list-style-type: none"> 1. The sources of law, legal institutions and legal process 2. The fundamental doctrines, values, concepts and principles of the seven Foundation Subjects 3. The inter-relationship between different areas of law by reference to both national and European contexts 	<p>Teaching/learning methods and strategies:</p> <p>Acquisition of 1, 2 and 3 is primarily through the plenary, seminar and workshop schedule for which a minimum of two hours preparation for each class contact hour is expected.</p> <p>Additional support for learning is provided by the tutors' materials, such as topic outlines; feedback on formative tests and summative coursework; the texts provided for each student's personal use and the range of legal materials available both in the Bolland library and via the internet. Students are encouraged to make full use of all relevant sources of law, primary and secondary and to draw upon their existing knowledge as graduates in another discipline, or their previous work experience.</p> <p>Assessment:</p> <p>The knowledge base in all 7 Foundation subjects is tested by a combination of coursework tasks (2 in each Teaching Block) and unseen examinations in <u>all</u> 7 Foundation Subjects.</p>
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B Intellectual Skills

<p>Intellectual Skills</p> <p>At the end of the programme the student will be able to demonstrate</p> <ol style="list-style-type: none"> 1. The ability to manage information drawn from a range of sources, to recognise and rank issues in terms of importance, to collate relevant evidence and to critically evaluate a range of solutions 2. The ability to act independently in the identification and execution of study tasks, without tutor guidance or tuition 3. The ability to work independently and to reflect on the learning achieved through the giving and receiving of feedback 	<p>Teaching/learning methods and strategies</p> <p>Intellectual skills are developed through the expectation that a substantial volume of new material can be processed on a weekly basis, with a view to addressing the specific tasks identified for seminar and workshop activities.</p> <p>For the purposes of the Independent Research Project, students are required to identify and plan their individual response to the allocated research topic, which, by definition will fall outside the taught syllabi of the Foundation Subjects</p> <p>Workshop and seminar discussions involve feedback from both students and tutors. Also feedback is provided on formative tests and on coursework.</p> <p>Assessment</p> <p>The marking criteria for all assessments require evidence of information management; ability to appreciate relevance of information provided and critical evaluation of the topic under consideration.</p>
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C Subject, Professional and Practical Skills

Subject/Professional/Practical Skills	Teaching/learning methods and strategies
<p>The programme of study will enable the student to develop the following subject specific skills</p> <ol style="list-style-type: none"> 1. Identification, location and retrieval of primary and secondary sources of law both in paper and electronic form 2. Application of legal knowledge to both real and hypothetical situations; culminating in the provision of reasoned conclusions supported by relevant legal authority 3. Identification, planning and execution of research in an area of law using both primary and secondary sources of law, accessed via paper sources and electronic databases as appropriate 	<p>During the course of their studies students will be presented with hypothetical situations to analyse in seminars and workshops; also in examination questions, formative tests and some coursework tasks. Some tasks will require the student to demonstrate an understanding of an established area of law and/or to evaluate proposals for reform and development of an area of law.</p> <p>Students will be expected to discuss current legal issues as and when they arise during the teaching of any given subject.</p> <p>Coursework tasks may include consideration of an emerging legal topic or of an area in which legal reform is mooted or imminent.</p> <p>Assessment</p> <p>Typical examination questions will assess 2. All examination papers require candidates to attempt some questions framed as hypothetical factual scenarios.</p> <p>Both the coursework tasks and the Independent Research Project require independent research using a full range of relevant sources of law and legal commentary.</p>

D Transferable Skills and other attributes

Transferable skills and other attributes	Teaching/learning methods and strategies
<p>At the end of the programme a student will be able to</p> <ol style="list-style-type: none"> 1. Read and discuss complex legal materials 2. Present a legal argument in a manner which is relevant to the task 3. Use the English language accurately so as to communicate effectively both orally and in writing in a manner appropriate to the audience 4. Work co-operatively within a team 5. Evaluate information provided in numerical or statistical form where relevant to the preparation or evaluation of an argument 6. Assume responsibility for their own learning 7. Use IT both for the production of word-processed documents and as a research tool 	<p>The nature of the CPE course is that students must adapt quickly to the language and terminology of the discipline of law. The texts selected by the teaching team reflect these demands.</p> <p>Clear and concise language is encouraged in all oral discussions in seminars and workshops; feedback on tests and coursework would identify weaknesses in written communication skills.</p> <p>Workshop activities are based upon small groups of 4 or 5 students working together towards an agreed solution to a given problem or task. Each student should be willing to argue and persuade their colleagues as necessary</p> <p>Assessment</p> <p>Clarity of communication is required in all assessments as well as accuracy in reference to legal sources. Coursework must be word-processed unless it is produced under time controlled conditions.</p> <p>Other skills (4 & 6) are not formally assessed but the nature of the delivery of the course provides opportunities to practice and develop them, in preparation for both the vocational stage of training and for future employment, whether or not that employment is within the legal profession.</p>

Section 4: Programme Structure

<p>ENTRY ↓</p>	<p>level 1</p>	<p>Compulsory subjects</p> <ul style="list-style-type: none"> • English Legal System UJXU53-10-1 (10 credits) 	<p>Optional subjects</p> <p>None</p>	<p>Interim Awards:</p> <p>None</p>
	<p>level H</p>	<p>Compulsory subjects</p> <p>The 7 Foundation subjects (all 20 credits):</p> <ul style="list-style-type: none"> • Obligations I (Contract) UJXU54-20-3 • Obligations II (Tort) • Criminal Law UJXU56-20-3 • Public Law UJXU5A-20-3 • Property Law UJUU59-20-3 • Equity and Trusts UJXU57-20-3 • European Union Law UJXU58-20-3 <p>Plus the 8th area of legal study (15 credits):</p> <ul style="list-style-type: none"> • Independent Research Project UJXU5B-15-3 	<p>Optional subjects</p> <p>None</p>	<p>Prerequisite requirements</p> <p>None</p> <p>Awards:</p> <ul style="list-style-type: none"> • Graduate Diploma in Law <p>Credit requirements</p> <p>To complete the Graduate Diploma in Law a student must have satisfied the examiners in each of the 7 Foundation Subjects, the 8th area of legal study and in English Legal System - in total 165 credits of which 155 are at Level H</p>

→ GRADUATION

See also the diagrams at the end of this Programme Specification

Section 5: Entry requirements

Entrance requirements, and eligibility to study on a CPE course, are laid down by the JASB (previously the CPE Board) as follows

- (i) Non-law graduates from UK Universities (this can include students who have studied some law eg as part of a Joint Honours degree which was not a Qualifying Law Degree and those whose LLB is "stale");
- (ii) Overseas graduates;
- (iii) Mature persons holding qualifications deemed in study content to be the equivalent to an undergraduate degree.

Eligibility to study on a CPE course will require the supporting evidence, in some cases, of either a Certificate of Exemption (which identifies the outstanding CPE subjects to be completed) or a Certificate of Academic Standing (non-graduates and non-UK graduates). All students must bring their degree certificate, Certificate of Exemption or Certificate of Academic Standing, as appropriate, to the University at registration and the responsibility to establish eligibility rests with the student.

Section 6: Assessment Regulations**Non MAR**

Yes

The current CPE Assessment Regulations are attached.

Section 7: Student learning: distinctive features and support

- Both full and part-time students have the benefit of a personal tutor (a tutor group normally comprising between 10 and 12 tutees). A personal tutor will be a member of the teaching team who sees his / her personal tutees as an academic seminar group during the year. Meetings take place at regular intervals during the academic year. Part-time students are allocated a different personal tutor for the second year of their studies to ensure maximum opportunities for contact at tuition sessions. In addition, students have access to Blackboard, on which the following can be found: tutors materials, course information, links to the law library and electronic legal databases, to careers information and to a bulletin board. E-mail is encouraged as the primary method of communication.
- Each Foundation subject is taught by a team of two or three tutors, which ensures that the high class contact hours can be maintained and the pace of the course sustained despite the temporary absence of any given member of the team.
- The subject teaching teams work across both Full-time and Part-time provision, ensuring equivalence and parity across the two modes of study.
- Students are provided by the faculty with a number of published texts for their personal use, in addition to the substantial tutors' materials that are made available to support their learning. All classes proceed on the basis that specified pre-reading has been undertaken, as identified in the detailed schedules provided by the subject teaching teams. A comprehensive teaching schedule for each subject is provided at the start of the relevant teaching block.

- The majority of the class contact hours for the Full-time students consist of small or medium sized group work of an interactive nature. Weekly (one hour) seminars are held with groups of 10 to 12. These sessions provide the culmination of a student's study of a syllabus topic and would follow a lecture and, in some cases, a workshop on that syllabus topic. In addition, fortnightly (two-hour) workshops are held, which combine 3 seminar groups to form a workshop group (30 – 33 students). In workshops students are expected to work in groups of 4 or 5 for the duration of the workshop and discussion would normally range over some material prepared in advance through to novel, previously unseen, tasks provided by the tutor during the workshop. The workshop tutor remains with the group throughout the 2-hour session and moves around the sub-groups identifying issues and facilitating the learning. Most workshops would involve exchange of views and arguments either from one sub-group to another or addressed to the workshop group as a whole. Some workshops provide an opportunity for mooting or debating an issue and many provide opportunities to draft answer plans and structure diagrams.
- Part-time students have the benefit of intensive tuition days (13 days per year) during which they also spend the majority of their time in interactive learning. Some time is allocated to subject "plenary" sessions, during which the subject tutor has the opportunity to identify any issues that may have proved to be difficult to understand, to update the students on recent developments in a given area of law and to develop their understanding of good legal reasoning. These plenary sessions can incorporate a substantial proportion of the workshop activities made available to the full-time students and thereby provide opportunities for the practice of good analysis and legal argument. In addition, the part-time students have seminars in each relevant Foundation subject during the tuition session, which enables them to cover the same areas of the syllabus as the full-time cohort.
- The division of the prescribed curriculum into two teaching blocks enables the students to concentrate on each Foundation subject to an appropriate depth. For Full-time students the academic year is divided into two teaching and assessment blocks, whereas for the Part-time students the relevant "teaching block" is one complete year of academic study.

See the diagrammatic representations of the teaching blocks appended to this specification.

- Both Full-time and Part-time students submit coursework in two Foundation subjects during the relevant teaching block. Deadlines for submission of summative coursework are scheduled to enable formative work to be completed and returned with feedback earlier in the teaching Block. A schedule of submission dates is published early in the teaching block.
- In addition, both Full-time and Part-time students are offered the opportunity to undertake formative tests in Teaching Block 1 subjects either immediately before Christmas (Full-time) or at the start of the new calendar year (Part-time). Where possible within the constraints of the timing of the Easter vacation (for Full-time students) a similar opportunity is provided for teaching Block 2 subjects. Part-time students are encouraged to consider submitting answers to seminar tasks to tutors for comment throughout their study of any given Foundation subject.

Section 8 Reference points/benchmarks

- The QAA Benchmark statement for Law (1998) ;
- QAA Framework for Higher Qualifications in England, Wales and NI (2001);
- SEEC Credit level descriptors (January 2002);
- "The Future Form of the CPE" as published by the CPE Board (as it then was) to inform CPE providers of their validation considerations. Future editions of this document will be provided by the JASB.
- The design and delivery of the programme is informed by both the UWE Teaching and Learning Policies and by the Teaching and Learning Strategy of the School of Law

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 subjects can be found in subject specifications.

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 Administrator.

Graduate Diploma in Law Full-time

<p>English Legal System Level 1 – 10 credits 2 weeks preliminary study + Induction week Assessed in September</p>	<p>TEACHING BLOCK ONE Early September to late January</p>		<p>TEACHING BLOCK TWO Early February to mid June</p>	
	<p>Obligations I (Contract) Level H 20 credits</p>	<p>EITHER Coursework (25%) + examination (75%) OR examination alone (100%) Coursework submission dates announced at start of the teaching Block All examinations in late January</p>	<p>Property law Level H 20 credits</p>	<p>EITHER Coursework (25%) + examination (75%) OR examination alone (100%) Coursework and IRP submission dates announced at start of the teaching Block All examinations in early to mid June</p>
<p>Obligations II (Tort) Level H 20 credits</p>	<p>Equity and Trusts Level H 20 credits</p>			
<p>Criminal law Level H 20 credits</p>	<p>Law of the European Union Level H 20 credits</p>			
<p>Public law Level H 20 credits</p>	<p>Independent Research Project (IRP) Level H 15 credits</p>			

Graduate Diploma in Law Part-time by Distance Learning

English Legal System Level 1 – 10 credits 2 FT weeks preliminary study + Induction week Assessed in October	YEAR ONE		YEAR TWO	
	Obligations I (Contract) Level H 20 credits	EITHER Coursework (25%) + examination (75%) OR examination alone (100%) Coursework submission dates announced at start of the year All examinations in early to mid June	Property law Level H 20 credits	EITHER Coursework (25%) + examination (75%) OR examination alone (100%) All examinations in mid June Coursework and IRP submission dates announced at start of the year All examinations in early to mid June
Obligations II (Tort) Level H 20 credits	Equity and Trusts Level H 20 credits			
Criminal law Level H 20 credits	European Union Law Level H 20 credits			
Public law Level H 20 credits	Independent Research Project (IRP) Level H 15 credits			