Programme Specification
2019–2020

English

BA
Diploma of Higher Education
Certificate of Higher Education
and Individual courses

Important document – please read
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Important information regarding the Programme Specification</td>
<td>2</td>
</tr>
<tr>
<td>Programme title and qualifications</td>
<td>3</td>
</tr>
<tr>
<td>Entrance requirements</td>
<td>6</td>
</tr>
<tr>
<td>Educational aims and learning outcomes of the programmes</td>
<td>8</td>
</tr>
<tr>
<td>Learning, teaching and assessment strategies</td>
<td>12</td>
</tr>
<tr>
<td>Assessment methods</td>
<td>13</td>
</tr>
<tr>
<td>Student support and guidance</td>
<td>14</td>
</tr>
<tr>
<td>Quality evaluation and enhancement</td>
<td>15</td>
</tr>
<tr>
<td>After graduation</td>
<td>16</td>
</tr>
</tbody>
</table>
Important information regarding the Programme Specification

About this document

Last revised 22 May 2019

The Programme Specification gives a broad outline of the structure and content of the programme, the entry level qualifications, as well as the learning outcomes students will achieve as they progress. Some of the information referred to in this programme specification is included in more detail on the University of London website. Where this is the case, links to the relevant webpage are included.

Where links to external organisations are provided, the University of London is not responsible for their content and does not recommend nor necessarily agree with opinions expressed and services provided at those sites.

If you have a query about any of the programme information provided, whether here or on the website, registered students should use the ‘Ask a question’ tab in the student portal; otherwise the Contact Us button on each webpage should be used.

Terminology

The following language is specific to the English programme:

Course: Individual units of a programme are called courses. Each course is a self-contained, formally structured learning experience with a coherent and explicit set of learning outcomes and assessment criteria.

Key revisions made

Programme specifications are revised annually. The quality committee of Goldsmiths, University of London, as part of its annual review of standards, confirms the programme structure and the educational aims and learning outcomes, and advises on any development in student support.

Any changes that may impact on continuing students are listed below. For all new students, the programme and general information provided in this document is correct and will be applicable for the current year.

Significant changes made to the programme specification 2019-2020:

No significant changes.
Programme title and qualifications

Undergraduate degrees of the University of London are awarded with Honours. The qualification certificate will indicate the level of the academic performance (Honours) achieved by classifying the qualification. The classification of the degree will be based on the ratified marks from the completed assessments.

The standard classification system for Bachelor’s degrees with Honours is:

- First-Class
- Upper Second-Class
- Lower Second-Class
- Third-Class

A Pass Degree or Ordinary Degree is a degree without Honours.

Specific rules for the classification of qualifications are given in the Programme Regulations, under Scheme of Award.

Programme title

English

Qualifications

- Bachelor of Arts Honours Degree in English
- Diploma of Higher Education in English
- Certificate of Higher Education in English

Exit qualifications

- Diploma of Higher Education in English
- Certificate of Higher Education in English

An exit qualification is an intermediate qualification, [as noted above] for which the student may not have registered at the outset but which may be awarded on completion of specific modules/courses (or credit accumulated) in a longer programme of study, if the student leaves the programme.

Exit qualifications are awarded at the discretion of the Board of Examiners and once a student has accepted an exit qualification they will not be permitted to continue their study of the same award with the University of London.

Full details of exit qualifications requirements are included in the Programme Regulations.

Intermediate qualifications

Students may not normally receive an intermediate qualification and continue to a higher qualification, even if they are registered on the intermediate qualifications. The specific rules are given in the Programme Regulations under Progression within the programme.

Individual courses

There is also the provision for individual courses of the programme to be studied and assessed on a stand-alone basis. Students can select a maximum of three full courses from those offered at Level 4 without being registered for a qualification.
Qualification titles may be abbreviated as follows:
Bachelor of Arts – BA
Diploma of Higher Education – DipHE
Certificate of Higher Education – CertHE

Level of the programmes


The qualifications are placed at the following Levels of the Framework for Higher Education Qualifications (FHEQ):

- Bachelor of Arts (BA) Level 6
- Diploma of Higher Education (DipHE) Level 5
- Certificate of Higher Education (CertHE) Level 4

Relevant QAA subject benchmarks group

Subject benchmarks set out national expectations about standards of degrees in a range of subject areas, as defined by the Quality Assurance Agency.

The subject benchmarks for English can be found here.

Awarding body
University of London

Registering body
University of London

www.london.ac.uk

Academic direction
Goldsmiths, University of London

Accreditation by professional or statutory body
Not applicable

Language of study and assessment
English

Mode of study
Flexible and online study

Programme structures
The **BA English** consists of twelve full courses as follows:

- Four Level 4 courses plus
- Four Level 5 courses plus
- Four Level 6 courses

The **DipHE in English** consists of eight full courses as follows:

- Four Level 4 courses *plus*
- Four Level 5 courses

The **CertHE in English** consists of:

- Four Level 4 courses

A student may progress from the CertHE in English to the DipHE in English or the BA English or from the DipHE in English to the BA English by applying to transfer their registration.

Full details of the Scheme of Award are included in the [Programme Regulations](#).

**Maximum and minimum periods of registration**

The maximum and minimum period of registration, from a student’s effective date of registration, are:

<table>
<thead>
<tr>
<th></th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA in English</td>
<td>Three years</td>
<td>Eight years</td>
</tr>
<tr>
<td>DipHE in English</td>
<td>Two years</td>
<td>Five years</td>
</tr>
<tr>
<td>CertHE in English</td>
<td>One year</td>
<td>Five years</td>
</tr>
<tr>
<td>Individual course</td>
<td>One year</td>
<td>Two years</td>
</tr>
</tbody>
</table>

These periods may vary if recognition and accreditation of prior learning is permitted.

Study materials are made available after registration and on payment of the applicable fee.

**Credit value of courses**

Further information about the credit systems used by universities in the UK and Europe is provided by the [Quality Assurance Agency](#) and the [European Credit Transfer and Accumulation System](#).

Where credits are assigned to each course of a programme, credit indicates the amount of learning carried out in terms of the notional number of study hours needed, and the specified Frameworks for Higher Education Qualifications of UK Degree-awarding Bodies (FHEQ) credit level indicates the depth, complexity and intellectual demand of learning involved. The
details below indicate the UK credits and the European Credit Transfer and Accumulation System (ECTS) values.

For the BA in English, Diploma of Higher Education in English and Certificate of Higher Education in English programme, credits are assigned to the courses as follows:

Each course has a value of 30 UK credits or 15 ECTS credits, equivalent to 300 notional study hours.

- The Certificate of Higher Education has a total value of 120 UK credits
- The Diploma of Higher Education has a total value of 240 UK credits
- The BA degree has a total value of 360 UK credits

Each course is assigned an FHEQ Level, 4, 5 or 6.

**Recognition of prior learning**

Recognition of prior learning (RPL) is a generic term for the process by which we recognise and, where appropriate, award credit for learning that has taken place elsewhere, before entry onto this programme of study.

Where the prior learning covers a similar syllabus to a course studied elsewhere, credit will be awarded as if you had taken the University of London course.

See the [General Regulations](#) (Section 3) and [Programme Regulations](#) for more rules relating to prior learning.

For this programme the University of London may recognise your prior learning and award you credit towards the qualification.

You may apply for recognition of prior learning for up to four Level 4 courses for the BA in English, or up to three Level 4 courses for the Diploma of Higher Education in English.

Recognition of prior learning will not be considered for Level 5 and Level 6 courses.

Recognition of prior learning and/or credit transfer will not be considered for the Certificate of Higher Education in English.

Details on how to apply for Recognition of Prior Learning can be found on our website. See the [General Regulations](#) (Section 3) and [Programme Regulations](#) for more rules relating to RPL.

**Entrance requirements**

Applicants must submit an application in line with the procedures and deadlines set out on the [website](#).

Entrance requirements for all programmes are set out in detail on the website under the [Requirements](#) section.

We consider qualifications from around the world. Details are available [here](#) and in the [Qualifications for Entrance](#) schedule.
General entrance requirements for Undergraduate Degrees and Diplomas of Higher Education

Age:
Applicants must normally be at least 17 years of age on or before 30 November in the year of registration.

Qualifications:
Applicants must
- have obtained qualifications that satisfy category G in the Qualifications for Entrance schedule
- meet any additional programme specific entrance requirements; and
- satisfy English language requirements

General Entrance Requirements for Certificates of Higher Education

Age:
Applicants must normally be at least 18 years of age on or before 1 September in the year of registration.

Applicants should check programme requirements which are given on our website.

Qualifications:
Applicants must
- meet programme specific entrance requirements; and
- satisfy English language requirements

General Entrance Requirements for Individual courses

See General Entrance Requirements for Undergraduate Degrees and Diplomas of Higher Education.

English language requirements

Applicants must satisfy the English language requirements for the programme. These are set out in detail on the programme page under the Requirements section.

Additional information on English language proficiency tests is given on the website.

Where an applicant does not meet the prescribed English language proficiency requirements but believes that they can demonstrate the requisite proficiency for admission the University may, at its discretion, consider the application.

Internet access and computer specification

Students will require regular access to a computer with an internet connection to use the University of London’s online resources and systems.

The computer should have the following minimum specification:
- a web browser with Cookies and JavaScript enabled (the latest version of Firefox or Chrome is recommended);
a good internet connection;

And the following applications installed:

- a word processor that accepts Microsoft Word formats (.doc and .docx);
- a pdf reader.

**Students with specific access requirements**

The University of London welcomes applications from disabled students and/or those who have access requirements. The University will make every effort to provide reasonable adjustments to enable those with a disability, learning difficulty or access requirements to have the same opportunity as all other students to successfully complete their studies.

The University is committed to managing the application procedure and the programme itself to ensure that services are accessible for all students and that an inclusive environment is created. Students with a disability, or others who may need access arrangements to assist in taking examinations, should complete the relevant section of the application form, or contact the Inclusive Practice Manager. A separate room or other arrangements may be considered.

Requests are considered by a University panel, whose purpose is to ensure that students with disabilities and/or specific access requirements are neither advantaged nor disadvantaged by such arrangements when compared with other students. These considerations remain separate from the academic selection processes.

For further information, see the Inclusive Practice Policy

**Sources of funding and scholarships**

Information about potential sources of funding and scholarships is updated annually and where available is included in the prospectus web pages.

For further information see the website

**Educational aims and learning outcomes of the programmes**

The main purpose of the programmes is to offer a challenging, flexible scheme of study invigorated by current research, which advances students’ powers of engagement with literatures in English. It is intended that students pursue their own interests and preoccupations using their initiative and thinking out problems for themselves. The programmes are primarily literary and have no element of training in language proficiency. The programmes aim to:

- promote independent critical and evaluative skills, and intellectual curiosity;
- expand knowledge and understanding of cultural, historical and regional evolutions or continuities of literatures in English;
- foster an awareness of a range of differing contextual approaches to the subject;
- develop an understanding of the diverse and sometimes conflicting ways in which literary texts have been interpreted and are being reinterpreted;
- promote analytical, creative and imaginative engagement with the complexities of literary and non-literary discourses;

- stimulate appreciation of genre and literary forms and conventions;
- encourage self-development into professionally organised and interactive individuals by practising skills of selection, assimilation and communication in the written domain.

Learning outcomes for the BA in English Degree

Knowledge and understanding
A student will be able to have acquired a detailed knowledge and understanding of:

1. A range of writings in English from different periods, including some from before 1800;
2. Writings expressive of diverse regional, cultural and social backgrounds;
3. The importance of historical and cultural contexts of literary texts;
4. Genres and their conventions and diversity;
5. Methods, concepts and appropriate terminologies in literary study and, where appropriate, in related linguistic study and, where appropriate, creative writing;
6. Traditional and contemporary debates in English studies;
7. Structural, rhetorical and linguistic strategies in literature;
8. The part that literature and language play in cultural change or stasis.

Thinking (cognitive/intellectual) skills
By the end of the programme students will be able to:

1. Conduct detailed textual analysis at an enhanced level;
2. Analyse diverse characteristics and powers of creative language in a range of literatures in English;
3. Assimilate and lucidly evaluate alternative views;
4. Formulate coherent and persuasive interpretations and arguments;
5. Respond with insight to complex or unfamiliar modes of expression and/or narrative.

Practical (including subject-specific) skills
By the end of the programme students will be able to:

1. Perceive interactions between historicity of production, modes of transmission and reception in the creation of textual meanings;
2. Use close reading to produce independent interpretations and to engage imaginatively and creatively with literary texts;
3. Recognise and discuss the role of generic conventions in literary texts;
4. Use a range of critical commentary discriminately;
5. Produce written work adequate to professional standards in organisation, relevance, expression, and, where appropriate, referencing and bibliography;
6. Research literary topics (and, where appropriate, linguistic topics) using data resources and collecting and sifting primary and secondary evidence;
7. Understand and apply terminology appropriate to English studies.
Transferable skills

By the end of the programme students will be able to:

1. Demonstrate enhanced communication skills in written contexts, including writing under timed conditions;
2. Access verbal data using hard copy/electronic resources;
3. Handle ideas in rational, critical, and evaluative ways and, where appropriate, in creative ways;
4. Show open-mindedness and capacity for independent judgement;
5. Manage their own learning, including working effectively to deadlines;
6. Apply skills of close analysis to a variety of texts and contexts;
7. Organise information, and to assimilate and evaluate competing arguments;

Demonstrate the learning ability needed to undertake further study at postgraduate level.

Learning outcomes for the DipHE in English

Knowledge and understanding

A student will be able to have acquired knowledge and understanding of:

1. Writings in English from different periods, including some from before 1800, with an improved historical overview of works that are important to each period;
2. The wider range of methods, concepts and appropriate terminologies in literary study and, where appropriate, in related linguistic study;
3. Genres and their conventions as they apply to different periods within literary study;
4. A selection of traditional and contemporary debates in English studies;
5. Structural, rhetorical and linguistic strategies in literature, and how they might change according to historical and cultural contexts.

Thinking (cognitive/intellectual) skills

By the end of the programme students will be able to:

1. Conduct detailed textual analysis, identifying key formal and thematic features specific to literary periods;
2. Analyse diverse characteristics and powers of creative language and, where appropriate, differing varieties of English language;
3. Assimilate and evaluate some alternative views;
4. Develop coherent interpretations and arguments;
5. Make some response to complex or unfamiliar modes of expression and/or narrative.

Practical (including subject-specific) skills

By the end of the programme students will be able to:

1. Begin to perceive some interactions between historicity of production, modes of transmission and reception in the creation of textual meanings;
2. Use close reading and critical commentary to produce interpretations and to engage with literary texts;
3. Recognise and discuss the role of generic conventions in a wider range of literary texts;
4. Produce written work adequate to professional standards in organisation, relevance, expression, and, where appropriate, referencing and bibliography;
5. Research literary topics (and, where appropriate, linguistic topics) using data resources and collecting and sifting primary and secondary evidence;
6. Understand and apply a wider terminology appropriate to English studies.

Transferable skills
By the end of the programme students will be able to:
1. Demonstrate improved communication skills in written contexts, including writing under timed conditions;
2. Access verbal data using hard copy/electronic resources;
3. Handle ideas in rational, critical, and evaluative ways and, where appropriate, in creative ways;
4. Manage their own learning, including working effectively to deadlines;
5. Apply skills of close analysis to an increased range of texts and contexts;
6. Organise information, and to assimilate and evaluate competing arguments;
7. Demonstrate the learning ability needed to undertake further study at Level 6.

Learning outcomes for the CertHE in English

Knowledge and understanding
A student will have acquired knowledge and understanding of:
1. A selection of works that have been influential in the literary canon, from ancient Greek texts in translation to contemporary writers;
2. Essential concepts in literary study and, where appropriate, in related linguistic study and, where appropriate, in creative writing;
3. The ‘major’ genres of fiction, poetry, and drama.

Thinking (cognitive/intellectual) skills
By the end of the programme students will be able to:
1. Perform basic textual analysis (including comparative analysis);
2. Apply essential concepts encountered in the programme to the interpretation of texts;
3. Show responsiveness to genre as a factor in the creation of meaning through the study of literary and non-literary texts and, where appropriate, through the practice of creative writing.

Practical (including subject-specific) skills
By the end of the programme students will be able to:
1. Produce some written work adequate to professional standards in organisation, relevance, expression, and, where appropriate, referencing and bibliography;
2. Have some basic research skills for studying literary topics (and, where appropriate, linguistic topics);
3. Understand and apply essential concepts appropriate to English studies;
4. Contribute constructively to online seminar discussions on issues arising from texts and, where appropriate, on issues arising from drafts of creative writing.

Transferable skills
By the end of the programme students will be able to:

1. Demonstrate improved basic skills in written expression, including writing under timed conditions;
2. Access some verbal data using hard copy/electronic resources;
3. Handle ideas in rational, critical, and evaluative ways and, where appropriate, in creative ways;
4. Manage their own learning, including working effectively to deadlines.
5. Use skills of close analysis;
6. Organise information;
7. Demonstrate the learning ability needed to undertake further study at Level 5.

Learning, teaching and assessment strategies

Study materials
Students will be provided with subject guides for each course studied. They introduce the topic within the syllabus and should be used alongside the recommended reading, which should either be bought or borrowed from a library, or accessed through the University of London Online Library. The subject guides show the student how to approach a topic using primary and secondary resources in an organised and productive manner.

Past examination papers, as well as examiners’ reports on examinations of previous years, are available to help students understand what is expected of them.

Supplementary materials will be provided for Level 4 courses to provide an extra level of study support and guidance.

In addition students receive a Student Guide and Programme Handbook which give both study advice and practical information such as: study techniques, planning studies, preparing for examinations, bookshops, libraries, contacts at the University and a list of institutions which offer face-to-face tuition.

Virtual Learning Environment (VLE)
All students will access the programme’s VLE where they can preview and download subject guides, supplementary materials, past examination papers, reading lists, and additional material, as well as interact with tutors and other students in discussion groups (both open and course-specific) and confidentially submit formative assessments.
Level 4 students are assigned a tutor and a tutor group for each Level 4 course that they do. The tutor provides monthly online discussion forums, in which all students are strongly encouraged to participate, which run over the course of five months per academic year, beginning in October. Level 5/6 students are expected to self-manage their studies to a greater extent than at Level 4; however, Level 5/6 students have the option of participating in online e-seminars, as well as the option of submitting up to four practice essays per year for feedback by academic staff.

The Programme Director is available to provide some academic advice, and learning support/tutor group advice is also provided by the Deputy Programme Director and Learning Support Co-ordinator. Additional support and advice is available from course convenors, who serve as the first point of contact for course-specific queries.

Assessment methods

With the exception of ‘Introduction to Creative Writing’ (which is assessed by coursework), each course will normally be examined by one three-hour unseen written paper.

Some examinations have 15 minutes’ reading time; please check the examination timetable on our website for further information.

The written examinations take place on one occasion each year, normally in May.

The coursework for ‘Introduction to Creative Writing’ must be submitted to the University no later than 1 May, and must be the student’s own work.

All Level 4 English courses require students to submit a piece of formative assessment in the form of an essay (for all courses except ‘Introduction to Creative Writing’) or in the form of a creative piece (fiction, poetry, or stage writing) for ‘Introduction to Creative Writing’ only. This requirement is to help students prepare for examinations and final assessment. The piece of formative assessment is compulsory and to be undertaken in the same year as the examination/final assessment for a Level 4 course and the requirements of that year’s formative assessment should be observed. It is due on 15 February in the year of examination in that course. Students must make a valid attempt at the compulsory essay, and gain a mark of at least 10%, although the mark does not contribute to their overall course result.

Further guidance and details about submitting formative assessments will be posted on the relevant course pages on the English VLE: students are advised to check these regularly for guidance and relevant updates.

Individual courses

A student may choose whether or not to be formally assessed in any Individual course for which they are registered. Students who choose to be formally assessed will be examined in the same way as students studying for a full qualification.
Student support and guidance

The following summarises the support and guidance available to students:

- **Student Guide:** this provides information which is common to all students and gives information about matters of importance from the start of a student’s relationship with the University of London through to their graduation.

- The Virtual Learning Environment (VLE): this gives access to materials (including online tutor group discussions) for each course studied.

- The VLE also includes a range of additional study resources such as:
  - Online student café and discussion areas which allow students to communicate with each other.
  - Past examination papers and Examiners' commentaries; these provide generic feedback from assessment.
  - Employability skills module; guidance on how to manage your career in the future

- Programme Handbook: This tells students how to access available resources and contains information about assessment procedures. It is available on the [student portal](#).

- Course subject guide for each course studied; these introduce and develop the topics.

- **Programme Regulations**

- Recommended reading lists.

- Access to an online tutor (for Level 4 courses) over a five month period, beginning in October each academic year.

- Access to essay feedback via formative assessment (for Level 4 courses).

- Access to online e-seminars (for Level 5 and Level 6 courses).

- Option of submitting up to four practice essays per year for feedback by academic staff (for Level 5 and Level 6 courses).

- Access to a Learning Support Co-ordinator (all levels).

- Access to a course convenor (all levels)

- **The Online Library:** this provides a range of full-text, multidisciplinary databases where journal articles, book reviews and reports can be found.

- University of London library: registered students may use the resources located within the Senate House library (for a small additional fee).

- A University of London email account and web area for personal information management.

For an extra fee students may:

- Attend locally based teaching institutions – students must make their own arrangements to work with institutions which provide full-time classes, regular part-time classes or occasional revision sessions.
There is further information on support and guidance in the Programme Handbook and Student Guide.

Quality evaluation and enhancement

The University of London collaborates with the member institutions to deliver the University of London programmes. The policies, partnerships and systems are defined within the key documents: The Quality Framework, the Quality Assurance Schedules, Guidelines for Examinations, General Regulations and, for each programme, programme specific regulations.

Parity of qualification standards

Every programme of study is developed and approved by an academic institution of the University of London, or a consortium with representation by more than one academic institution, to the same standards and requirements as would be applied in the institution(s) concerned.

Learning materials are written and examinations are set and marked by academic staff who are required to apply the University’s academic standards.

Review and evaluation mechanisms

Procedures are in place to assure the standards of the qualification and the quality of the student experience, which include programme development, delivery, management, systematic monitoring and ongoing review and enhancement of all University of London programmes. Improvements are made as necessary to ensure that systems remain effective and rigorous.

- Annual programme reports are produced for all programmes in order to review and enhance the provision and to plan ahead;
- Every year independent external examiners submit reports to confirm that a programme has been assessed properly and meets the appropriate academic standards;
- Annual student information statistics are produced and are referenced in all systematic reporting within the University of London;
- Periodic programme reviews are carried out every 4-6 years to review how a programme has developed over time and to make sure that it remains current and up-to-date.

Student feedback mechanisms

The Student Experience Survey, carried out every two years, collects feedback from the student body on a range of topics relating to the student lifecycle. The results are considered in a number of different ways, including by the Pro-Vice Chancellor, the programme team, principal committees and departments at the University of London responsible for the different aspects of the student experience. Once the findings have been considered in detail, responses are published from both the University of London and from the individual Programme Directors.

Course evaluations are carried out each year through the VLE and considered by the programme team.
Additional survey activity may also be conducted from time to time through the student portal, by email or from the programme team.

VLEs also provide the opportunity for informal feedback and discussion.

An undergraduate and postgraduate student member is appointed by the University to the majority of committees through an annual appointment round. Some programmes also recruit student members at the programme level. Students are frequently invited to take part in quality review processes such as Periodic Programme Reviews, Programme approval, Thematic Reviews, MOOC review panels and ad hoc focus groups. Opportunities such as these are advertised through social media and on the website. More information can be found at https://london.ac.uk/current-students/getting-involved

After graduation

Further study

Successful completion of the programmes may serve as preparation for students who wish to go on to take further study in English or a related area of the arts and humanities. This may be undertaken at Goldsmiths or elsewhere.

Graduates of the University of London who have been awarded a BA in English are eligible for a 30% discount on taught Masters Programmes at Goldsmiths, University of London. For further information, please see the Goldsmiths website.

Graduate employment routes

Graduates of the programmes should have a sound basis for careers in areas such as the Civil Service, teaching and research, advertising and marketing, journalism, radio and television, and commerce and business.

The Alumni Network

Upon graduation, students automatically become members of the University of London Alumni Network, a diverse community of over 100,000 alumni in more than 180 countries. The Alumni Network can provide past students with lifelong links to the University of London and each other. Benefits include social and networking events, access to local groups, a bi-annual magazine, social networking groups, and the opportunity to become an Alumni Ambassador for the University of London.