UNIVERSITY OF LONDON

Programme Specification
2022

Laws

Master of Laws (LLM)
Postgraduate Diploma in Laws
Postgraduate Certificate in Laws
and Individual modules

Important document – please read

Table of Contents

Important information regarding the Programme Specification

Last revised 13 December 2021

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, registered students should use the *ask a question* button in the Student Portal. Otherwise, the *Contact Us* link at the bottom of every webpage should be used.

For the Postgraduate Laws programme, you should note the following terminology:

Module: Individual units of the programme are called modules. Each module is a self-contained, formally-structured learning experience with a coherent and explicit set of learning outcomes and assessment criteria. There are four modules making up each course. A student must pass 16 modules from a maximum of four courses for the award of the LLM.

Course: A course is made up of four modules, and students must pass four complete courses for the award of the LLM.

Specialisation: A specialisation is a grouping of related courses and their modules. Students may request an award with specialisation by taking a certain number of modules/courses from within the relevant specialisation grouping.

Key revisions made

Programme specifications are revised annually. The relevant committee of the member institution providing academic direction, 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.

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

Significant changes to the 2022 Programme Specification

No significant changes

Alternative Assessments during the Coronavirus (COVID-19) Outbreak

In line with our current General Regulations, the University may offer you alternative assessments where necessary. This includes holding online timed assessments in place of written examinations, which are usually held at examination centres. Please note that this statement replaces any published information relating to assessments or written examinations in any of our materials including the website. Previously published materials relating to examinations should therefore be read in conjunction with this statement.

The University of London continues to work towards supporting the academic progression of all its students. The University also continues to be mindful of the health and wellbeing of its students during this pandemic, whilst protecting the academic standards of its awards.

Programme title and qualifications

Postgraduate Degrees of the University of London may be classified. The award certificate will indicate the level of the academic performance achieved by classifying the award. The classification of the degree will be based on the ratified marks from the completed assessments.

The classification system for the LLM, Postgraduate Diploma in Laws and Postgraduate Certificate in Laws is as follows:

Distinction; Merit; Pass.

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

Programme title

Postgraduate Laws

Qualifications

- Master of Laws
- Postgraduate Diploma in Laws
- Postgraduate Certificate in Laws

Qualification titles may be abbreviated as follows:

Master of Laws - LLM

Postgraduate Diploma - PGDip

Postgraduate Certificate - PGCert

Intermediate qualifications

The intermediate qualifications for this programme are the PGDip and PGCert, as listed above. Students may be awarded an intermediate qualification as they progress if they complete the requirements for that award. The student may request the intermediate qualification whether or not they are registered on it. A student can progress from the PGCert to the PGDip and then onto the LLM and accumulate these awards as they progress.

The specific rules are given in the Programme Regulations, Scheme of award.

Exit qualifications

The exit qualifications for this programme are the PGDip and PGCert, as listed above. An exit qualification is an intermediate qualification for which the student may not have registered at the outset but which may be awarded on completion of specific modules (or credit accumulated) in a longer programme of study, if a student's registration is terminated due to exhausting attempts at modules.

Exit qualifications are granted at the discretion of the Board of Examiners and once a student has been awarded an exit qualification, they will not be permitted to continue their study towards a higher award on the Postgraduate Laws programme.

The specific rules are given in the [Programme Regulations](#), Scheme of award.

Individual modules available for study on a stand-alone basis

There is also the provision for individual modules of the programme to be studied and assessed on a stand-alone basis.

Individual modules of courses of the LLM, PGDip in Laws and PGCert in Laws can be taken as stand-alone modules. All individual modules represent 120 notional study hours, with the exception of the double modules of the *Jurisprudence and legal theory* course which represent 240 notional study hours each.

Students may take up to **four** individual modules, up to the value of 48 UK credits, on a stand-alone basis instead of registering for the LLM, Postgraduate Diploma in Laws or Postgraduate Certificate in Laws.

Full regulations governing individual modules can be found in the [Programme Regulations](#).

Level of the programme

The Framework for Higher Education Qualifications of UK Degree-Awarding Bodies (FHEQ) forms part of the UK Quality Code for Higher Education of the [Quality Assurance Agency for Higher Education](#) (QAA).

The qualifications are placed at the following Levels of the FHEQ:

- LLM   Level 7
- PGDip in Laws   Level 7
- PGCert in Laws   Level 7

Individual modules taken on a stand-alone basis are offered at Level 7

Relevant QAA subject benchmarks group(s)

See the [QAA website](#) for information:

There are no subject benchmark statements for Postgraduate Laws.

Awarding body

University of London

Registering body

University of London

www.london.ac.uk

Academic direction

The academic direction is provided jointly by the law departments of University College London (UCL) and Queen Mary, University of London (QMUL).

Accreditation by professional or statutory body

Students wishing to become lawyers are advised to contact the legal professional body in the jurisdiction where they hope to practise to find out if these programmes will satisfy, or contribute to, their requirements for the academic stage of legal training.

Language of study and assessment

English

Mode of study

Flexible and online study.

Programme structures

> Full details of the programme structure, specialisations, syllabuses and accreditation of prior learning can be found in the Programme Regulations document.

The LLM, PGDip in Laws and PGCert in Laws consist of a number of courses. Each course is divided into four modules, with the exception of one course (*Jurisprudence and legal theory*) which is divided into two double modules (double modules count as two modules).

For each programme of study, a student may be examined in a set number of modules from no more than four courses, as follows:

- LLM – 16 modules from four complete courses;
- Postgraduate Diploma in Laws – 10 modules from a maximum of four courses;
- Postgraduate Certificate in Laws – 5 modules from a maximum of four courses.

Students who progress between the programmes of study (for example students progressing from the PGCert to the PGDip and then to the LLM) will not be permitted to be examined in modules from more than the maximum of four courses over the duration of their registration.

A student who wishes to **specialise** in an area of the law and who wishes the specialisation to be named on the final diploma for the award must pass the following minimum number of courses or modules from the chosen specialisation within their total number of courses or modules as follows:

LLM students are required to study, be assessed and satisfy the examiners in at least three complete courses chosen from one specialisation.

PGDip students are required to study, be assessed and satisfy the examiners in at least eight modules chosen from one specialisation.

PGCert students are required to study, be assessed and satisfy the examiners in at least four modules chosen from one specialisation.

Whether attempting all four modules of a course at the same examination session or over more than one examination session, it is strongly recommended that students follow the

sequences specified under the individual course/module syllabuses given in Appendix A of the Programme Regulations.

Subject to appropriate fee payment, a student may change their choice of module provided they have not attempted the assessment for the module concerned.

Recognition of prior learning

Recognition of prior learning 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 covered a similar syllabus to a module/course studied elsewhere, credit will be awarded as if you took the [programme title] module/course.

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

Students who have obtained credit for postgraduate modules or postgraduate qualifications may be considered for recognition of prior learning (RPL). Students registered for the Postgraduate Certificate in Laws may apply for recognition of prior learning for no more than one module. Students registered for the Postgraduate Diploma in Laws may apply for recognition of prior learning for no more than three modules (which must normally be from the same course). Students registered for the Master of Laws (LLM) may apply for recognition of prior learning for no more than five modules (four of which must normally be from the same course).

Where prior learning is recognised, students will not be required to undertake the corresponding modules on their programme and the credits will be applied to their record. Regulations set by Professional and Accrediting Bodies may impose further restrictions on the amount of recognition of prior learning that is accredited. Students should seek further advice regarding their specific programme. Students will not be permitted to enter the examination for the module(s) for which recognition of prior learning has been accredited.

Maximum and minimum periods of registration

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

	Minimum	Maximum
LLM	One year	Five years
Postgraduate Diploma in Laws	One year	Five years
Postgraduate Certificate in Laws	Six months	Five years
Individual modules on a standalone basis	Six months	Two years

Extension to the maximum period of registration is offered at the Programme Director's discretion in exceptional cases and only when the student can show that mitigating circumstances prevented completion within the maximum period of registration.

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

Credit value of modules

> 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 module/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 Framework for Higher Education Qualifications in England (FHEQ) level indicates the depth, complexity and intellectual demand of learning involved.

The UK credits and the European Credit Transfer and Accumulation System (ECTS) values for the Postgraduate Laws programme, modules and courses are as follows:

- A module is the equivalent of 12 UK credits.

- A double module is the equivalent of 24 UK credits.

- A course is the equivalent of 48 UK credits.

Upon successful completion, the LLM, the Postgraduate Diploma in Laws and the Postgraduate Certificate in Laws are equivalent to the following credits:

- LLM – 192 UK credits

- Postgraduate Diploma in Laws – 120 UK credits

- Postgraduate Certificate in Laws – 60 UK credits

One credit equates to 10 notional learning hours.

European Credit Transfer System (ECTS)

In terms of the European Credit Transfer System (ECTS):

- A module is the equivalent of 6 ECTS credits.

- A double module is the equivalent of 12 ECTS credits.

- A course is the equivalent of 24 ECTS credits.

Upon successful completion, the LLM, the Postgraduate Diploma in Laws and the Postgraduate Certificate in Laws are equivalent to the following ECTS credits:

- LLM degree – 96 ECTS credits

- Postgraduate Diploma in Laws – 60 ECTS credits

- Postgraduate Certificate in Laws – 30 ECTS credits

Entrance requirements

Postgraduate entrance requirements

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

Entrance requirements for a postgraduate qualification, or individual module, vary. Details of the programme specific requirements are given on the programme page, under Entry Requirements.

English language requirements

All applicants must satisfy the English language requirements for the programme. These are set out in detail on the programme page under Entry Requirements.

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. A webcam may be required in the event that online timed assessments (if offered) are proctored, and in such a case, it is a student's responsibility to ensure that they have a webcam.

The computer must have at least the following minimum specification:

- a web browser with Cookies and JavaScript enabled (a latest version of Firefox, Chrome or Internet Explorer is recommended);

- a strong internet connection allowing internet access to all programme resources and systems;

- a speaker.

And the following applications installed:

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

- a PDF reader (e.g. Adobe).

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 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 programme web pages.

For further information see the website

Educational aims and learning outcomes of the programmes

These programmes offer a wide range of courses to choose from and students may specialise in a number of areas. The programme aims are therefore quite broad in nature. The main educational aims are to offer a challenging and flexible scheme of study which advances students engagement with a whole range of legal themes. It is intended that students will be encouraged to develop a range of transferable and subject specific expertise using their initiative and thinking out problems themselves.

The programmes aim to:

- offer students advanced understanding of the specific field of law under study, their inter-relation to other legal fields, and their placement in society and context;
- provide students with knowledge and understanding of the contexts in which laws operate, for example, the political, social, cultural and business contexts;
- provide students with the skills needed to understand complex and advanced issues in law;
- allow students to develop an advanced intellectual engagement with some of the most difficult legal problems;
- further develop legal skills such as analysis, critical evaluation, logical thinking and argument;
- assist students in developing the tools needed to undertake individual legal research;
- facilitate self-development into professionally organised and interactive individuals by practising skills of selection, assimilation and communication;
- promote intellectual curiosity.

The **learning outcomes** of the programmes are as follows:

Knowledge and understanding

A student will be able to:

- deal with complex legal issues both systematically and creatively;
- make sound judgments and appropriate decisions in complex legal situations and in the absence of complete data;
- communicate conclusions clearly to legal and non-legal audiences;
- demonstrate self-direction and originality in tackling and solving advanced legal problems;
- identify and retrieve up-to-date legal information, using paper and electronic sources;
- have the appropriate capacity and motivation to continue to advance their legal knowledge and understanding, and to develop new skills to a high level

Intellectual and cognitive

A student will be able to:

- research issues and conduct detailed analysis of available information;
- critically analyse arguments and understand when and how these might be flawed or invalid;
- assimilate and lucidly evaluate alternative views;
- formulate coherent and persuasive interpretations and arguments;
- respond with insight and sensitivity to complex, unfamiliar and controversial arguments and debates;
- act autonomously in planning and implementing tasks at a professional level.

Transferable skills

A student will be able to:

- use problem solving skills in a range of situations;
- use fluent and effective communication and discussion skills in a written context;
- have a capacity to handle ideas and scrutinise information in critical, evaluative and analytical ways;
- be open minded and exercise initiative and personal responsibility;
- manage their own learning, including working effectively to deadlines;
- organise information, and to assimilate and evaluate competing arguments.

There is no set intellectual progression route through the studies. Students can choose the courses (and modules within courses) to study that are most interesting or relevant to them. The academic team, in consultation with the Programme Director, has recommended a sequence of study through each course so that, where necessary, students can build upon fundamentals.

Students studying for the LLM will have more practice and experience of studying at the higher level and will develop a greater sophistication of thinking as they work through the courses and modules.

Learning, teaching and assessment strategies

The programme uses study guides, which are made available in the Virtual Learning Environment (VLE) throughout the year as they become available. Study guides introduce each topic in the form of lessons, activities and assignments. The study guides include tools to assist students in the development of the skills of information search, comprehension and analysis and the generation of original and thoughtful assignments. Study guides are updated regularly to reflect recent developments and are available to students via the VLE. Essential readings are provided for each course to supplement the study guide. Students have access to an Online Library which provides a range of full-text, multidisciplinary databases for further reading. Students are expected to research and analyse information for themselves.

Students must actively participate in the VLE, where they will find the induction course; the library literacy module; crucial information and updates posted by the Programme team; the Dean's Clinic *Ask Me Anything*, introductory videocasts for each course, revision forums for each course, past examination papers, *Examiners' commentaries*, sample student scripts,

the calendar for one to one appointments with the Dean, the PG Laws Student Staff Liaison Committee, and the Student Café. In the Student Café, students are able to communicate with each other, engage in dialogue, and develop and negotiate conclusions with others, which are key components in the acquisition of knowledge, understanding and transferable skills.

Advice and practical information such as study techniques, planning, preparation for assessment is available in the Programme handbook. Students manage their own learning supported by the Dean, Programme team, and the academic convenors of their course.

Each course is assessed by unseen written examination, which consists of questions structured to allow students to demonstrate that they have acquired appropriate knowledge and understanding. The way that students research and manage data, solve problems, evaluate ideas and the organisational skills they use to structure answer allows the standard of intellectual and transferable skills to be assessed. Examiners seek to establish engagement with the materials and critical assessment of them.

Assessment criteria for the programme indicate the level at which these skills have been achieved.

Assessment methods

The LLM, Postgraduate Diploma in Laws and Postgraduate Certificate in Laws are all assessed by 100% unseen written examinations. There is no dissertation. Every module carries equal weight except the double modules of the course, *Jurisprudence and legal theory*, which are the equivalent of two modules.

Each module of each course is assessed by one 45 minute (plus 10 minutes reading time) unseen written examination (double modules are assessed by one 90 minute (plus 15 minutes reading time) unseen written examination), which shall be completed without aids unless otherwise prescribed.

In all papers, questions may be set on developments within the scope of the syllabus up to **1 January** in the year of the examination.

Examinations are offered twice a year, in May and October, and are held at examination centres throughout the world.

> Find full details of the assessment and the scheme of award in the Programme Regulations document.
>
> Full details of the dates of all examinations are available on the website.

Student support and guidance

The following summarises the support and guidance available to students:

- Access to a Student Portal through which students can access the Virtual Learning Environment (VLE);
- Extensive study guides tailored to distance-learning requirements are available through the VLE;
- Essential readings provided for each course;
- Introductory videocasts by academic convenors;

- Pre-examination revision classes in the form of a discussion forum between students and academic convenors;

- Dean's Clinic in the form of an *Ask Me Anything* forum: students post questions on academic strategy and the Dean responds normally within 48 hours;

- Access to an Online Library which provides a range of full-text, legal-specific databases as well as other relevant multidisciplinary databases (including Lexis Library and Westlaw);

- Skills Guide to develop study skills, introduce legal English and refine examination skills;

- Past examination papers, *Examiners' commentaries* in the VLE providing generic feedback from assessment, and selected sample examination scripts;

- Online student café and discussion areas which allow students to communicate with each other;

- Programme Handbook – this tells students how to access available resources and assessment and examinations procedures;

- 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;

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

- Programme Regulations containing full details of syllabuses, programme structure, specialisations, assessment regulations, degree classification criteria, etc.;

At an extra cost, 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.

Quality evaluation and enhancement

The University of London delivers the majority of its flexible and distance learning programmes through a collaboration between the University of London Worldwide and member institutions of the University of London. However some of the flexible and distance learning programmes draw solely on academic input from the University of London, and are delivered without academic lead by a member institutions. The policies, partnerships (where applicable) and quality assurance mechanisms applicable for the programmes are defined in the following key documents: The Quality Framework, the Quality Assurance Schedules, Guidelines for Examinations, General Regulations and, for each programme, programme specific regulations.

Awards standards

All University of London qualifications have to align with the Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies to assure appropriate standards for each qualification. In addition, every programme that is developed by a member institution of the University of London (or a consortium with representation by more than one member institution) will be developed to the same standard as would be applied within the institution concerned. Proportionate and robust approval procedures, including external scrutiny and

student engagement are in place for all programmes. Learning materials are written and all assessments are set and marked by academic staff who are required to apply the University's academic standards.

Review and evaluation mechanisms

Some of the key mechanisms in place to assure the standards of all University of London qualifications and the quality of the student experience, include:

- Annual programme reports: produced for all programmes in order to review and enhance the provision and to plan ahead;
- Independent external examiners: submit reports every year to confirm that a programme has been assessed properly and meets the appropriate academic standards;
- Annual student information statistics: prepared for all systematic reporting within the University of London;
- Periodic programme reviews: 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 Staff Liaison Committee meeting twice annually to offer a student voice both as feedback to past activity and as strategic partnership for planned amendments.

Improvements are made as necessary to ensure that systems remain effective and rigorous.

Student feedback and engagement

The principal channel for collecting feedback from students is the Student Experience Survey. Carried out every two years, this collects feedback from the student body on a range of topics relating to the student lifecycle. The results are analysed externally and then considered in a number of different ways, including by the programme team, principal committees and the senior leadership team. Details of any resulting actions taken are published on the Virtual Learning Environment and the Student Portal.

Additionally, on completion of their programme of study students will be invited to take a survey that seeks to measure what they have gained from their studies.

There are also opportunities for students to get involved in governance. 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 on the website.

Students can also apply to join the Student Voice Group, which meets four times a year to consider initiatives for enhancing student experience. Notes from these meetings are published on the Student Portal.

After graduation

Further study

Successful completion of the programme may allow students to progress to Doctoral degrees at universities in London and worldwide.

Graduate employment routes

At registration students are asked to complete a small number of questions relating to where they are in their career planning. This data is used to assist with the implementation of employability strategies and interventions.

Law students and professionals frequently pursue a Postgraduate Laws award to gain expertise in a specialised field of law, e.g. tax law or international trade law. A Postgraduate Laws award indicates that the graduate has acquired advanced, specialist legal training and is qualified to work in a multinational legal environment. It could also help graduates broaden the scope of their current role; for example, if they are in a generalist management role, it could allow them to take on legally-related aspects.

The Alumni Community

Upon finishing a course of study, graduates automatically become part of the University of London alumni community, a diverse global network of more than one million graduates in over 180 countries, providing lifelong links to the University and to each other.

Alumni are encouraged to keep in touch after they graduate and to become active members of the alumni community; in return they receive a number of benefits and services, including an extensive programme of events and engagement opportunities.

More information is available on the alumni webpage.

Follow the alumni community on social media: Facebook, Instagram, LinkedIn

After graduation