Programme Specification 2019

Laws

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

Important document – please read
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Important information regarding the Programme Specification

Last revised 26 October 2018

About this document

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 https://my.london.ac.uk. 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: A self-contained unit of learning, 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 quality 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 made to the programme specification 2019:

- There are no longer restrictions placed on the order in which modules of courses must be studied. However, it is strongly recommended that students follow the sequences specified under the individual course/module syllabuses given in Appendix A of the Programme Regulations.

- The descriptions of learning resources and student support and guidance mechanisms have been updated to reflect recent programme developments.
Title and name of awards

Programme name
Postgraduate Laws

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

Intermediate/exit awards
- Postgraduate Diploma in Laws
- Postgraduate Certificate in Laws

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.

Level of the programmes

The awards are placed at the following Levels of the Framework for Higher Education Qualifications (FHEQ):
- Master of Laws (LLM) Level 7
- Postgraduate Diploma in Laws (PGDip) Level 7
- Postgraduate Certificate in Laws (PGCert) 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, Postgraduate Diploma in Laws and Postgraduate Certificate 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 – five modules from a maximum of four courses.

Students who progress between the programmes of study (for example students progressing from the Postgraduate Certificate to the Postgraduate Diploma 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 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 three complete courses chosen from one specialisation.

Postgraduate Diploma students are required to study, be assessed and satisfy the examiners in any eight modules chosen from one specialisation.

Postgraduate Certificate students are required to study, be assessed and satisfy the examiners in any 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**

Students who have obtained credit from a College or Member Institution of the University of London for postgraduate modules/courses passed 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.

**Individual modules available for study on a stand-alone basis**

Individual modules of courses of the LLM, Postgraduate Diploma in Laws and Postgraduate Certificate 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.

A student who wishes to be examined must follow the sequence of assessment (where applicable) given under the individual syllabus outlines.

Full regulations governing individual modules can be found in the Programme Regulations.

**Intermediate awards**

An intermediate award or awards (i.e. a related certificate or diploma) may be granted to a student registered for the LLM or Postgraduate Diploma in Laws. Upon completion of the lower award, a student can progress from the Postgraduate Certificate to the Postgraduate Diploma and then onto the LLM and accumulate these awards as they progress.

Full details of requirements for intermediate awards are included in the Programme Regulations.
Exit awards

Students who for academic or personal reasons are unable to complete the LLM or Postgraduate Diploma may exit with the successful completion of 120 or 60 credits and be awarded a Postgraduate Diploma or Postgraduate Certificate respectively. Exit awards are granted at the discretion of the Board of Examiners.

Maximum and minimum periods of registration

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

<table>
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<tr>
<th></th>
<th>Minimum</th>
<th>Maximum</th>
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<tbody>
<tr>
<td>LLM</td>
<td>One year</td>
<td>Five years</td>
</tr>
<tr>
<td>Postgraduate Diploma in Laws</td>
<td>One year</td>
<td>Five years</td>
</tr>
<tr>
<td>Postgraduate Certificate in Laws</td>
<td>Six months</td>
<td>Five years</td>
</tr>
<tr>
<td>Individual modules on a standalone basis</td>
<td>Six months</td>
<td>Two years</td>
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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 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 Frameworks for Higher Education Qualifications and the credit systems used by universities in the UK is provided by the Quality Assurance Agency.

For information relating to European systems, see European Credit Transfer and Accumulation System (ECTS).

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) 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 Postgraduate Laws programme, modules and courses have the following credit values:

- 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**

Entrance requirements for a postgraduate award, or individual module, vary. Details of the programme specific requirements are given on the [programme page](#), under Entry Requirements.

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

**English language requirements**

Applicants must satisfy the English language requirements for the programme. These are set out in detail on the [programme page](#) under Entry Requirements.

Additional information on English language proficiency tests are 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.

For students to get the most from their studies, their computers should have at least the following minimum specification:

- a web browser (the latest version of Firefox, Chrome or Internet Explorer are recommended). This must accept cookies and have JavaScript enabled;
- screen resolution of 1024 x 768 or greater;
- sufficient bandwidth to access and upload video content;
- the ability to play videos including sound and speakers.

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 www.london.ac.uk/applications/funding-your-study.

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 is primarily taught using study guides which are published and made available in the VLE or in print 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. Essential readings are provided for each course studied and, where necessary, a *Recent developments* supplement or revised study guide is made available to students in the spring of each year. Assessment may be set on recent developments. Students have access to an Online Library which provides a range of full-text, multidisciplinary databases. Students are expected to research and analyse information for themselves.

Students must participate in the VLE where they will find the compulsory induction course; crucial information and updates posted by the Programme team; the Director’s Clinic *Ask Me Anything*, introductory videocasts for each course, revision classes for each course, past examination papers, *Examiners’ commentaries*, and the Student Café. There, students will be 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 Director, 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 or in print;
- 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;
- Director’s Clinic in the form of an Ask Me Anything forum: students post questions on academic strategy and the Director 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);
- Recent developments or revised study guides published in the spring of each year;
- Skills Guide to develop study skills, introduce legal English and refine examination skills;
- Past examination papers and Examiners’ commentaries in the VLE which provide generic feedback from assessment;
- 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 collaborates with the member institutions of the University of London to deliver the 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 programme specific regulations for each programme.

Parity of award standards

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

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

Review and evaluation mechanisms

Procedures are in place to assure the standards of the award 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.

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 formal and informal feedback and discussion.

A Student Staff Liaison Committee offers feedback and advice to the Programme Director.

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 programme may allow students to progress to Doctoral degrees at universities in London and worldwide.

**Graduate employment routes**

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 a lawyer has acquired advanced, specialist legal training and is qualified to work in a multinational legal environment. It could also help someone 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 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 individuals 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.