



Course Handbook
LLB (Hons) Law Full-Time
2020/2021
Course Leader: Dr Andrew Harries
School of Justice



Please read this Handbook in conjunction with the University's Student Handbook.

All course materials, including lecture notes and other additional materials related to your course and provided to you, whether electronically or in hard copy, as part of your study, are the property of (or licensed to) UCLan and **MUST** not be distributed, sold, published, made available to others or copied other than for your personal study use unless you have gained written permission to do so from the Head of School. This applies to the materials in their entirety and to any part of the materials.

COURSE SUBJECT TO CHANGE

This course is subject to formal course review and reapproval by the University during 2020/21 as part of its normal cycle of regular review (a process called Periodic Review). Course information and programme specifications are updated and reviewed as part of this process and course structure and content may be changed to enable the University to deliver a better quality of educational experience to students. This can be in response to various factors

including: student feedback; annual reports from external examiners; feedback from the sector or industry advisors or as part of the regular review process by course teams.

This process may well result in changes to the structure and content of the current course as outlined in this Handbook. Any changes made as a result of the process will be immediately included in the course documentation and all students holding current offers will be provided with revised versions prior to the commencement of their programme. If you are not satisfied with the changes, you will be offered the opportunity to withdraw from the programme and, if required, reasonable support to transfer to another provider. The expected timetable for completion of this reapproval process is August 2021.

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1. Welcome to the course

Your course leadership team:

Tina McKee – Year 1 course leader

Dianne Scullion – Year 2 course leader

Dr. Susan Twist – Year 3 course leader

Dr. Andrew Harries – overall LLB course leader

On behalf of all the staff in the School of Justice, may we welcome you to UCLan and the Law School and wish you every success in your studies with us. We hope you find the experience a rewarding one. All staff will try and make it as enjoyable as possible in helping you rise to the challenges which lie ahead.

This Course Handbook provides you with essential information about your programme of study. It will also outline what you should expect from the teaching staff and what the teaching staff expect from you in terms of how you study and apply yourself.

Starting a University degree programme can seem daunting: new buildings to navigate; new teaching staff and teaching styles to get used to; a new timetable to understand; new friends to make; new routines and new expectations. The aim of this handbook is to provide some basic information to help you make the transition to degree level study.

Your first few weeks at University may seem bewildering as you are bombarded with information and experience many new situations. A period of adjustment is normal. We are here to help and are more than happy to do so! If you have any doubts, queries or questions please ask – go to the Foster Hub, the Student <i>, your Academic Advisor, your Year Lead, your Course Rep or Student President. We are all here to help smooth your transition to University, so please keep in touch and ask for help whenever you need it.

This handbook will help you navigate your way around many of these new situations and help inform new expectations, so, please refer to it whenever you get stuck.

You are advised to read this handbook in conjunction with the [Academic Regulations](#).

General Information about School of Justice

The School of Justice provides legal education across the full range, from foundation to undergraduate and undergraduate to postgraduate (taught, research and professional courses and programmes of study) levels!

The School has around 40 academic staff. In addition to the full-time LLB, the school runs a part-time LLB by distance learning, a Foundation programme for entry onto the LLB, and LLBs with Criminology, International Studies (languages), Business and Psychology. We also offer full and part-time versions of the Graduate Diploma in Law (the GDL), a full and part-time Legal Practice Course (the LPC). We also have an MLaw programme for those wishing to study professional modules as part of their undergraduate programme as well as a Senior Status LLB degree route. The school also offers a number of Master's Degrees (LLMs). We also accept students who wish to continue their studies by research and achieve the awards of M.Phil. or PhD.

In some classes students from other courses will join you. This will offer you opportunities to study with students with different backgrounds and widen your perspective on the role of the law in a modern society.

The students run an active and vibrant Student Law Society (SLS) and you will be encouraged to join during the first few weeks of the course. Some of the activities they are responsible for are educational e.g. excursions to the central law courts in London, visiting speakers, e.g. practicing solicitors and barristers and careers talks. The SLS also organises social events, weekly meetings and a Law Ball at the end of the academic year. A new executive is elected each year, providing an opportunity for extra-curricular skills enhancement.

The School of Justice has a Student Experience Lead (Michael Doherty) who aims to ensure that all law students have a fantastic student experience while studying with us. There is also a team of Law School staff, headed up by Viv Ivins, who will support you in developing your employability skills and planning your careers. This supplements the support offered by the University Careers department.

School of Justice Prizes for Attainment

We are very proud of our students and try to encourage and recognise those who have achieved exceptional attainment. The Law School awards prizes annually at the June Examination Board to those showing outstanding achievement over the course of the academic year. We also operate a 'Dean's List' which awards students across all years who demonstrate excellence in attainment and engagement over the course of the academic year.

1.1 Rationale, aims and learning outcomes of the course

The aims of the LLB programme are:



- Obtain functioning legal knowledge and applied skills that satisfy part of the requirements for effective practice as a solicitor in England and Wales
- Meet the requirements of the academic stage of training to become a barrister in England and Wales
- Acquire a sound knowledge of legal principles and rules from a variety of sources and know how to apply these appropriately and effectively in resolving a range of legal problems and issues
- Convey self-confidence from having engaged with activities, experiences, and opportunities designed to develop the whole person within the broader Law School community
- Demonstrate a capacity for independent thought and action, initiative, creativity, and team working
- Communicate ideas and arguments effectively, professionally, and responsibly in writing, orally, and within interpersonal contexts
- Acquire a set of employability skills, knowledge and personal attributes to make securing, and being successful in, a chosen occupation more likely
- Articulate the value of learning in a supportive academic environment that develops intellectual potential, professional attitudes, and instils an ethic of life-long learning and responsible citizenship

Awards

For those completing the full programme of study you will be awarded an LLB (Hons) Law degree (LLB being a Latin abbreviation of *Legum Baccalaureus*). Your degree will contribute towards the professional competencies of functioning legal knowledge and applied skills to become a solicitor in England and Wales - as required for the Solicitor's Qualifying Examination, which is overseen by the Solicitor's Regulation Authority. It will also satisfy the Academic Stage of training to become a barrister, as defined by the Bar Standards Board, allowing you to proceed immediately to the vocational stage of training.

Your degree will be classified according to the standard classification boundaries of first class, upper and lower second, third and fail/ordinary. Please follow the link for further explanation of what these classification boundaries mean and read Regulation H4 of the [Academic Regulations](#)

For those students who do not complete the full programme there are a number of exit awards which can be awarded which fall short of the full honours degree: these include, an LLB Law, which is an ordinary 'pass' degree that is not classified; a Diploma in Higher Education in Law; and a Certificate in Higher Education in Law. Please read Appendix 1 of this handbook, paragraph 14 of the Programme Specification.

1.2 Course Team

Below is a list of some of the key members of staff responsible for managing your programme of study.

Programme Managers:

Course Leader	Dr Andrew Harries
Room	Harris 249a
Direct Dial No	(01772) 893066
E-mail	awharries@uclan.ac.uk

LLB Course Leaders:

LLB Year 1

Name	Tina McKee
Room	Harris 109
Direct Dial No	(01772) 893944
E-mail	tmckee@uclan.ac.uk

LLB Year 2

Name	Dianne Scullion
Room	Harris 250
Direct dial	(01772) 893081
E-mail	dscullion@uclan.ac.uk

LLB Year 3

Name	Dr Susan Twist
Room	Harris 204
Direct Dial No	(01772) 893065
E-mail	smtwist@uclan.ac.uk

Employability team lead	Viv Ivins
Room	Harris 249
Direct dial	01772 893679
E-mail	vivins@uclan.ac.uk

Disabilities Co-ordinator	Munira Patel
Room	Harris 151
Direct dial	01772 895310
E-mail	mhpatel@uclan.ac.uk

1.3 Expertise of staff

Many of the academic staff in the Law School are active researchers in their chosen specialisms. Every five years a national audit of research excellence is undertaken (REF – research excellence framework) and the most recent report (December 2014) ranked 40% of the Law School’s research outputs as “Internationally Excellent”. This places the Law School as one of the best performing modern university law schools for the quality and impact of research outputs in the UK.

Other staff have professional qualifications, either as solicitors or barristers, and teach across both the undergraduate and professional programmes. They are drawn from a range of backgrounds, from corporate city firms to regional high street practices.

1.4 Academic Advisor

You will be assigned an Academic Advisor who will provide additional academic advice and support during the year. They will be the first point of call for many of the questions that you might have during the year. Your Academic Advisor will be able to help you with personal development, providing insight and direction to enable you to realise your potential.

1.5 Administration details

Hub information can be found at:
https://www.uclan.ac.uk/students/support/course_admin_service.php



Course Administration Service (CAS) provides academic administration support for students and staff and are open from 8.45am until 5.15pm Monday to Thursday and until 4.00pm on Fridays. The Hub can provide general assistance and information for law students including advice on processes such as extenuating circumstances, extensions and appeals.

1.6 Communication



The University expects you to use your UCLan email address and check regularly for messages from staff. If you send us email messages from other addresses they risk being filtered out as potential spam and discarded unread.

In addition to e-mail the following forms of communication are used in the Law School:

1.6.1 Blackboard

All School of Justice modules have a dedicated virtual web presence on Blackboard (UCLAN's virtual learning environment platform). Module leaders and module tutors will use Blackboard to post module specific information so you are advised to check module sites on a daily basis and monitor these as you would your e-mail account.

1.6.2 School of Justice Facebook page

Use the [Lancashire Law School facebook page](#) for news, information and details of events.

1.6.3 Staff contact details

You can access the contact details of individual Law School staff via the following link:

[Lancashire Law School staff](#)

Academic staff will normally attempt to reply to your telephone messages or emails within 3 working days.

1.6.4 Academic 'Office Availability Hours'

Academic staff have a notice on their office door of times when they will be available for students to drop in to see them. Alternatively, you can email them for an appointment outside of these times, using the contact details via the link in the above section.

1.6.5 What to do in an Emergency

If an emergency arises please contact a member of staff by telephone and make an appointment to see them to discuss the problem. Staff are generally willing to speak with students outside their designated 'office hours' if it is an emergency situation. If they are not around to speak with then contact Course Administration Service within the **Foster Hub on 01772 891990/ 891991**

1.6.6 Change of Personal Circumstances or Mode of Study

You must notify your Academic Advisor, Year Leader or Course Leader of any change to your programme of study. Module Change Forms are available from the Foster Hub but changes MUST be signed by your Year Leader.

The Foster Hub must be *notified in writing* immediately of any change of address, either your home or term address. If you do not tell us you have moved, letters, results etc. will not reach you and this could lead to problems.

1.7 External Examiners

The University has appointed an External Examiner to your course who helps to ensure that the standards of your course are comparable to those provided at other higher education institutions in the UK. The name of this person and their home institution can be found below. If you wish to make contact with your External Examiner, you should do this through your Course Leader and not directly. The External Examiner reports will also be made available to you electronically.

The School will also send a sample of student coursework to the External Examiner(s) for external moderation purposes, once it has been marked and internally moderated by the course tutors. The sample will include work awarded the highest and lowest marks and awarded marks in the middle range.

Current School of Justice LLB External Examiners:

- Paul Kerrigan, Manchester Metropolitan University
- Dr Manos Maganaris, Glasgow Caledonian University
- John O'Leary, Anglia Ruskin University
- Dr Francis Sheridan King, University of Westminster

- Dr John Child, University of Sussex

Availability of External Examiner Reports

Students can access the full reports on the LLB Blackboard page, under the 'External Examiner Reports' folder. Reports for the academic year just completed should be available from the 1st September onwards of the new academic year, subject to external examiner submission.

2. Structure of the course

2.1 Overall structure

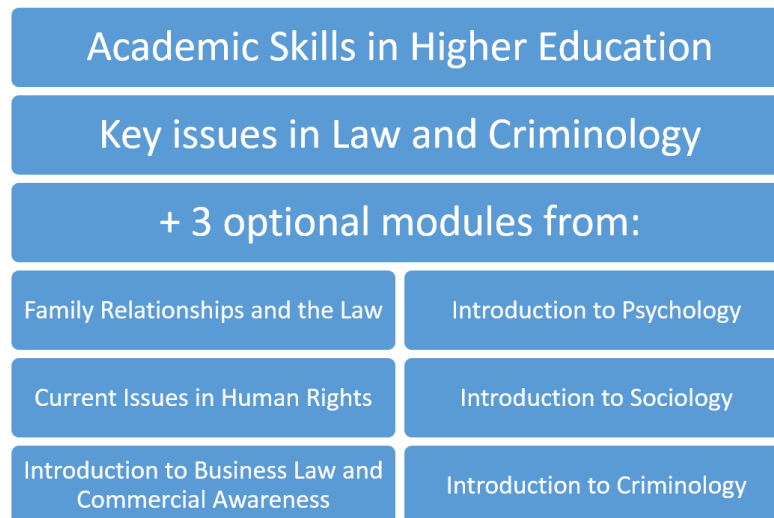


Foundation entry route to the LLB

Some students will undertake a foundation entry to the LLB course – this is a one year course to prepare students for entry onto the full LLB.

Course Structure (Foundation Entry)

UCLan Preston:



UCLan Burnley:

HUC110 Essential Study Skills for Higher Education	HUC111 Developing Academic Knowledge
HUC114 Extended Study	HUC115 Learning by Experience
VOC106 Volunteering and Community Action	HUC116 Introduction to Degree Course Subject

LLB (Hons) degree

The LLB (Hons) degree course is 3 years. The normal workload for a full time student is four 30 credit modules per academic year. Normally a student must pass all modules each year in order to proceed to the next year.

To gain an Honours Degree in Law you must study **12 thirty credit modules (or equivalent) over a three year period**, this equates to 360 credits at levels 4, 5 and 6¹

Course Structure for 2020 academic year. Please note this course is subject to Periodic Review during 2020-21 and is therefore subject to change. A revised structure will be advertised by August 2021.

13. Programme Structures				14. Awards and Credits
Level	Module Code	Module Title	Credit/ECTS rating	
Level 6	LW3038	Options: choose Four (Two for Cyprus) Dispute Resolution	30/15	LLB (Hons) Law Requires 360 credits, including a minimum of 220 at level 5 or above and 100 at level 6. LLB Law Requires 320 credits, including a minimum of 180 at level 5 or above and 60 at level 6.
	LW3039	Company and Corporate Law	30/15	
	LW3040	Dissertation	30/15	
	LW3041	Equity and Trusts in Life and Death**	30/15	
	LW3042	Jurisprudence	30/15	
	LW3043	Law for Entrepreneurs	30/15	
	LW3044	Medicine and the Law	30/15	
	LW3045	Policing***	30/15	
	LW3046	Private International Law	30/15	
	LW3047	Sex and Violence	30/15	
	LW3048	Transnational Commercial Law	30/15	
	LW3049	Professionalism and Work Based Learning	15	
	LW3056	Cyprus Property and Succession Law*	15	
	LW3055	EU Law**/**		
* Available at UCLan Cyprus only ** Compulsory at UCLan Cyprus only *** Available at UCLan Preston only				
Operating for Preston 2020 academic year only (2019 entrants)				
Level 5	LW2026	Options: choose Four (Two for Cyprus) Consumer and Commercial Law	20/10	Diploma of Higher Education Law Requires 240 credits, including a minimum of 100 at level 5 or above. UCLan Cyprus Requires 360 credits (180 ECTS) of which a minimum of 100 credits
	LW2027	Criminal Justice Practice and Procedure***	20/10	
	LW2028	Criminology	20/10	
	LW2029	Employment Law	20/10	
	LW2030	EU Single Market Law***	20/10	
	LW2031	Family Law	20/10	
	LW2033	Human Rights	20/10	
	LW2034	International Criminal Law	20/10	

¹ Level four is Year 1, five is Year 2 and six is Year 3. You may be able to accredit some of your prior experience and learning (APL) in lieu of studying some of the modules.

	LW2035 LW2036 LW2037 LW2038 LW2045 LW2044	Land Law** Public International Law Research Methods Tort Law** Cyprus Civil and Criminal Procedure* Project* * Available at UCLan Cyprus only ** Compulsory at UCLan Cyprus only *** Available at UCLan Preston only	20/10 20/10 20/10 20/10 10 10	(50 ECTS) must be at level 5 or above.
	LW2050	For international experience International Period Abroad ***	120 notional credits	
Operating for Preston 2020 academic year only (2020 entrants)				
Level 4 <i>Preston ONLY</i>	LW1021 LW1022 LW1023 LW1024	Contract Law Criminal Law Legal Method Public Law	30 30 30 30	Certificate of Higher Education Requires 120 credits including a minimum of 120 credits at level 4 or above.

2.2 Modules available

Each module is a self-contained block of learning with defined aims, learning outcomes and assessment. A standard module is worth 30 credits. It equates to the learning activity expected from one quarter of a full-time undergraduate year.

Please see section 2.1 above for details of the modules you will be able to do.

2.3 Course requirements



Please see section 2.1 for details of your course requirements.

If you are thinking about a career as a solicitor, follow the link below to find out more about the requirements of the Solicitors Regulation Authority (SRA). This is the professional body that regulates solicitors. There is a useful section on the website for students:

[Solicitors' Regulation Authority](#)

If you are thinking about a career as a barrister, follow the link below to find out more about the requirements of the Bar Standards Board (BSB). This is the professional body that regulates barristers. There is a useful section on qualifying as a barrister:

[Bar Standards Board](#)

2.4 Module Registration Options

Discussions about your progression through the course normally take place in February each year. It is an opportunity for you to make plans for your study over the next academic year. The course team will tell you about the various modules / combinations available and you will both agree on the most appropriate (and legal) course of study for you.

During, and leading up to, progression, information is made available about the law options, their content, teaching methods and assessment methods.

You will only progress to the next year of your studies if and when **you have passed all four modules** taken in the current year. For more information, see the [Academic Regulations](#)

2.5 Study Time

2.5.1 Weekly timetable

A timetable will be available once you have enrolled onto the programme, through the Student Portal.

2.5.2 Expected hours of study



30 credits is a standard module size and equals 300 notional learning hours – this includes attendance at UCLan and time spent in private study.

Law is a challenging subject to study. You need to work hard to do well. You should be studying for an 38 hours per week on a full-time programme. You will have approximately 12 hours formal class contact time on average per week (lectures, workshops etc.), which leaves around 26 hours per week for private study. We expect you to undertake this private study by studying between classes in the library (or other University study spaces) or studying at home.

2.5.3 Attendance Requirements

You are required to attend all timetabled learning activities for each module.

Email the [Foster Hub Attendance Team](#) to notify them of any unavoidable absences due to illness etc. You should also email your apologies to any tutors of classes that you miss. If you wish to apply for a period of authorised leave of absence, email your Year Leader.

If you face longer term illness or other personal circumstances that are likely to have a significant effect on your attendance, you should inform your Academic Advisor as soon as possible.

For international students you must comply with the UK Visas and Immigration (UKVI) points based system (PBS). Under PBS, UCLan is obliged to inform the UKVI if you withdraw from a course, defer or suspend your studies, or if you fail to attend the course regularly.

If you have not gained the required authorisation for leave of absence, do not respond to communications from the University and if you are absent for four weeks or more, you may be deemed to have withdrawn from the course. If this is the case, then the date of withdrawal will be recorded as the last day of attendance.

Please also note that we are required to share attendance data with your funding bodies and unexplained absences may lead to suspension or withdrawal of part or all of your funding, as continued funding is usually conditional on regular attendance. We may also be required to comment on attendance matters when writing references and attendance is also an issue which examination boards consider.

3. Approaches to teaching and learning

3.1 Learning and teaching methods

All modules provide a module handbook on BlackBoard (UCLan's virtual learning environment web-space). The module handbook contains details of the different types of learning and teaching sessions as outlined below:

3.1.1 Lectures

Lectures are large sessions led by a lecturer. The key purpose of lectures is to give you a framework of basic knowledge about a legal topic. You are expected to read the relevant parts of your module text books to build on this framework and to develop a deeper understanding of the law for yourself.

3.1.2 Workshops

Many modules use workshops instead of seminars. These differ from seminars in that they are very interactive and include team tasks and activities. We expect you to prepare well for your workshops, completing any pre-workshop reading and tasks as outlined by the module tutor. Some workshops may involve the use of video and role-plays, e.g. interviewing and negotiating skills.

IMPORTANT: Once you have been allocated to a workshop group you are not allowed to swap groups without the authorisation of the School's timetable manager in *exceptional* circumstances.

3.2 Study skills

These skills will be integrated within the modules which you study throughout your degree and will help you develop research, case briefing and reading, applying the law and using legal principles to write and present legal argument.

In addition, you will also be taught some generic study skills which will not only help you communicate legal arguments more effectively but will also be invaluable transferable skills which can be used in whatever future employment path you choose.

UCLan also has some central services open to all students. WISER is the Academic Support Service which is a dedicated unit devoted solely to academic study skills for Higher Education learning. Please go to their web-site for further details at [WISER](#).

Study Skills - 'Ask Your Librarian'

https://www.uclan.ac.uk/students/support/study/it_library_trainer.php

You can book a one to one session with a subject Librarian via Starfish. These sessions will help with questions such as "My lecturer says I need a wider variety of sources in my references, what do I do?"

"I need to find research articles, where do I start?"

"How do I find the Journal of ...?"

"How do I use RefWorks?"

3.3 Learning resources



3.3.1 Learning and Information Services (LIS)

The best place to start when exploring the Library resources available to you is;

- Your 'Subject Guide' can be found in the [Library Resources](#)
- Your 'My Library' tab in the [Student Portal](#)
- [Library search](#)

Louise Guilfoyle is our law librarian is based in the UCLan library. Her contact details are below:

lguilfoyle@uclan.ac.uk, 01772 892302

You can find helpful links to an extensive range of support materials for law students at the [Lancashire Law School Library web page](#). This web page includes links to the key electronic databases that you will be expected to access as law students, Westlaw and LexisLibrary.

Other [resources](#) are available to support your studies provided by LIS – library and IT staff. LIS provide access to a huge range of electronic resources – e-journals and databases, e-books, images and texts. Take advantage of the free training sessions designed to enable you to gain all the skills you need for your research and study.

3.3.2 Blackboard

All law modules provided by the School of Justice have dedicated Blackboard sites. All relevant module resources can be found on these sites as well as additional resources and links deemed of relevance by the module team. Students should access these sites regularly during the teaching year as materials are often added on a weekly basis by module teams.

3.4 Personal development planning

Personal development planning is supported through the modules which you study in years 1, 2 and 3. You will be required to reflect on your own personal development and to set yourself targets and goals, with strategies as to how to reach them. Your Academic Advisor will support you with this process.

3.5 Preparing for your career



Careers support available at:

<https://www.uclan.ac.uk/careeredge>

You can book a one to one appointment with a qualified Careers Adviser via CareerEDGE, where you can talk face to face, by telephone or skype. Typical questions your Careers Adviser can help with are “I’m not sure what I want to do in the future”, “What are the options with my degree”, “Where do I start when I am looking for a part-time job, placement or graduate role?”

Get started early with exploring possible routes available to you in the future by:

- Taking your ‘Career pulse’ in CareerEDGE to assess your starting point
 - Visiting your ‘Careers School Pages’ from the Student Portal

Your LLB (Hons) degree will prepare you academically if you wish to enter the legal profession e.g. as a solicitor or a barrister. However, the knowledge and skills that you develop will serve you well in a broad range of non-legal careers that also require good communication and analytical thinking e.g. teaching, the civil service, running a business etc.

If you have a particular career in mind, speak to your Academic Advisor so that s/he can help you to select appropriate modules and advise you on relevant work experience etc.

A programme of guest speakers including industry, business, legal practice, the police, probation service and visiting academics will support your career planning and employability.

The Law School has an employability team led by Viv Ivins. The team arrange a range of events such as the Lancashire Law Fair and 'Breakfast@8' (a monthly breakfast meeting attended by local practitioners, staff and students). They also organise regular training opportunities to help you to build key skills such as networking, advocacy etc.

Here are some questions to consider as you progress through your law degree:

Year 1:

- Do you have a CV? If so, have you updated it with recent skills, volunteering and/or work experience?
- Do you know what career(s) you are considering? If not, how can you use the Law School employability team and the UCLan Careers Service to explore your options?
- Can you identify work experience or volunteering opportunities that will help you to prepare for your future career? (e.g., if you want to work as a solicitor in a corporate firm, you should be applying for summer vacation schemes at the end of your first year).
- What skills and experience do you need to access your chosen career? How can you build these up?

Year 2:

- Have you updated your CV with recent skills, volunteering and/or work experience?
- Can you identify any skills or experience gaps on your CV that you plan to fill this year?
- Have you identified the career that you wish to pursue? How can you make an effective plan to equip you for this career?
- Have you checked application deadlines for the type of graduate job you wish to do? (e.g. if you want to be a trainee solicitor in a national corporate law firm, the application deadlines are often 1 to 2 years prior to your graduation)
- Do you have part time work that is relevant to your chosen career or which equips you with key transferable skills?

Year 3:

- Have you updated your CV with recent skills, volunteering and/or work experience?
- Have you identified specific graduate jobs that you wish to apply for or decided on a further course of study?

- Have you checked the deadlines for any applications for employment or further study?
- Are there any gaps in your skills or experience that you need to address?

4. Student Support

Student Services provides all the non-academic student support services at UCLan. You can get support by visiting our <i> staff in the Student Information and Support Centre, based in the Library. Our friendly and approachable team will ensure you receive the help you need. Come and have a chat with us if you have a query on any aspect of student life and study. http://www.uclan.ac.uk/students/study/library/the_i.php

The Law School offers a range of student support in addition to the central support services provided by UCLan.

4.1 Academic Advisors



All students are allocated an Academic Advisor. This will be a member of staff who will guide you and offer pastoral and academic support, often on a one-on-one basis, over the 3 years of your degree programme. We aim to keep you with the same Academic Advisor if possible throughout your time in the Law School, thus allowing you to build a close bond and rapport with a member of staff.

Your Academic Advisor will invite you to regular review meetings where you can have an informal chat about your academic progress and raise any concerns which you have. Your Academic Advisor will also help coordinate meetings to review your PDP file and advise you on aspects relating to careers and employability.

4.2 Students with disabilities

We make every possible effort to support students with disabilities and have a very strong, dedicated team of professionals who are here to help you.

Munira Patel is the Law School Disability Co-ordinator. If you have any questions or issues regarding disability, please contact her:

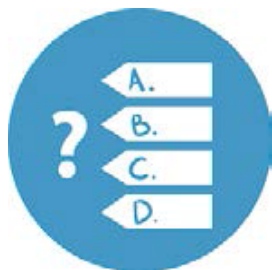
- mhpatel@uclan.ac.uk
- HB151
- 01772 895310

4.3 Students' Union

The Students' Union is here to 'make life better for students' and we aim to do this every day through our wide range of services, activities and opportunities. You can find out more information on our website: <http://www.uclansu.co.uk/>

5. Assessment

5.1 Assessment Strategy



The purpose of assessment is to test your learning against expected learning outcomes.² Assessment will either have formative (designed to help you learn what standards are expected – e.g., an ‘in-course’ assignment) and summative (usually a ‘final’ assessment of your attainment when the module has been completed – e.g. an end of year examination or a dissertation).

The feedback you receive from assessment (a grade + some written/oral comments) gives you an indication of the extent to which you have achieved the expected learning outcomes for the module. Feedback is extremely important for helping you make improvements towards attaining the full learning outcomes. Reading and acting upon feedback is the best way to improve your standard of learning and understanding. At University level you are expected to take responsibility for making these improvements (the philosophy of ‘student-centred’ learning, which underpins teaching at undergraduate and postgraduate levels). Reading the expected learning outcomes is, therefore, a useful method for working out what lecturers expect from you when they set assignments or exams.

A variety of assessment methods are used to assess different types of learning outcomes. So examinations test your ability to think under time pressure, marshal evidence in support of an argument and resolve set problems or develop a perspective on a topic for discussion. Coursework assignments allow you more time to construct a detailed argument supported by evidence of wide-ranging reading and research. Group presentations also test research skills and your ability to work as part of a team and deliver a polished oral performance.

5.1.1 Coursework

(a) Procedure for Producing and Submitting Coursework

If Coursework is required as part of a module assessment it must be word processed, carefully documented *and all quotations and sources of information must be acknowledged*. There are a number of ‘house’ rules the Law School adopts regarding the

² The learning outcomes for the programme can be found in the programme specification for the LLB located in Appendix 1.

presentation and submission of written coursework. These are listed below:

- ✓ All assessed Coursework must be submitted on or before the deadline date and time. *An electronic copy* must be submitted via the Turnitin software via the Blackboard site for the individual module concerned (a special 'in box' folder will be created on your module Blackboard site and you must upload a copy of your assessment into the inbox in this folder- your tutor will inform you where and when you can access this folder).

- ✓ No work will be accepted in person other than via the Turnitin assessment box. Students are not permitted to fax or e-mail their submission unless prior permission is gained first and there are justifiable reasons for doing so (speak with the module tutor concerned)

- ✓ Students who use word processors must ensure that *all work is backed-up* to avoid the risk of work being lost. Loss of work resulting from failure to back up will not be accepted as a valid excuse for non-submission.

- ✓ You must not exceed the word limit. If you do, the tutor will only mark the work to the stated word limit and disregard the rest. You must provide an exact word count as recorded on your computer.

- ✓ All written work must be produced and submitted in accordance with the guidance in the School of Justice Assessment Guide – (accessible via BlackBoard).

- ✓ **PLEASE NOTE:** Essays cannot be re-submitted to gain a better grade. Passed essays cannot be re-sat or retaken. Failed pieces of work are normally allowed one re-sit and a maximum mark of 40% is awarded. See Regulation G12.8 in the [Academic Regulations](#).

(b) Marking Criteria for Coursework

A frequently asked question is, “What are tutors looking for when marking my work?”. Broadly we are looking for written evidence that you have reached an adequate standard of understanding to satisfy the learning objectives for the assignment such that we can make a judgement that your work achieves the ‘pass’ criteria of 40%. In terms of the substance of an answer we require evidence that you have used (i.e., cited, discussed, applied, evaluated) some or all of the materials on the particular legal topic the question addresses, as shown by the lecture and seminar outlines of cases and principles.

The Law School applies a system of ‘banded’ marks as follows:

Undergraduate programme years 1-3

Band	Numerical equivalent
Exceptional 1st	100
Very High 1 st	94
High	87
Mid 1 st	80
Low 1 st	74
High 2.1	68
Mid 2.1	65
Low 2.1	62
High 2.2	58
Mid 2.2	55
Low 2.2	52
High 3 rd	48
Mid 3 rd	45
Low 3 rd	42
(Minimum Pass/Capped Mark)	40
Marginal Fail	35*
Mid Fail	30*
Low Fail	25
Fail	10
Non-submission/Penalty/No Academic Merit	0

*can be compensated

See the Law School Assessment Guide for further details of how your assessments are marked.

5.2 Notification of assignments and examination arrangements

5.2.1 Assignments

Copies of all assessments will be distributed on individual module Blackboard spaces and module leaders will notify students when they can access questions. Module handbooks should also give an indication of how many assessments will be distributed, their form and format, and details of submission dates and protocols.

In the School of Justice, the deadline is midnight of the day stated for submission (Turnitin will automatically give a time of submission, which must be **no later than 12.00 midnight**).

All students are required to submit their courseworks electronically using the Turnitin plagiarism detection platform. Module leaders will create an assignment 'drop-box' on their Blackboard page and students are required to upload an electronic copy of their assignment to this drop-box so it can be run through the plagiarism software.

5.2.2 Examinations

All compulsory modules have an examination component. Exams are organised centrally by the Exams and Awards Department not the School of Justice. Please see the University calendar which indicates when the examination period starts and ends. Exams and Awards will distribute the details of examinations once they have been timetabled.

5.2.3 Marking Criteria for Assessments

Module leaders will give students details about the assessment outcomes and how they will be assessed. These outcomes will also form the basis of the feedback you receive once your work has been marked.

Assessment outcomes will vary from module to module, level to level. However, we broadly follow the Quality Assurance Agencies' (QAA) Benchmark Statement for Law 2015 when assessing and defining learning outcomes. These outcomes are generally tailored to the specific substantive content of each module

5.3 Referencing

All assessments undertaken in School of Justice must follow a House Style. Please see the School of Justice Assessment Guide for further details (available on Blackboard).

Law students are expected to use OSCOLA (the Oxford University Standard for Citation of Legal Authorities) when referencing their written work. You can find further details at [OSCOLA](#).

5.4 Cheating, plagiarism, collusion or re-presentation

Please refer to the information included in section 6.6 of the University Student Handbook for full definitions. The University uses an online Assessment Tool called Turnitin. A pseudo-Turnitin assignment will be set up using the School space on Blackboard to allow students to check as many drafts as the system allows before their final submission to the 'official' Turnitin assignment. Students are required to self-submit their own assignment on Turnitin and will be given access to the Originality Reports arising from each submission. In operating Turnitin, Schools must take steps to ensure that the University's requirement for all summative assessment to be marked anonymously is not undermined and therefore Turnitin reports should either be anonymised or considered separately from marking. Turnitin may also be used to assist with plagiarism detection and collusion, where there is suspicion about individual piece(s) of work.

To avoid any problems, you should follow the guidance in the School of Justice Assessment Guide (available on Blackboard) and use OSCOLA for referencing your written work.

5.5 How do I know that my assessed work had been marked fairly?

Assessment is an integral part of the course. Module staff work closely together to design assessments, agree the marking criteria and approve final versions of assessments to ensure that these are appropriate. The criteria for assessment will be communicated to you clearly during the module teaching.

All module staff engage in development and training in assessment, marking and feedback. Once the assessments have been completed the module team will discuss the assessment methods and marking criteria, prior to starting to mark, so that there is a common understanding of what is expected of students. All assessed modules have moderation built into the marking process. Moderation involves sampling students' assessed work to make sure that the learning outcomes and agreed marking criteria have been interpreted and applied in the same way. This ensures that you and your fellow students are treated equitably and that the academic standards are applied consistently. During the marking process the

module leader will co-ordinate moderation to ensure that at least 10% of assessed work (or a minimum of three pieces) has been reviewed by other markers and any concerns about consistency or accuracy addressed with the whole module team. Your work may or may not be part of this sample, but the processes for developing assessments and marking criteria as well as moderation mean that you can be confident that teaching staff are marking assessments to the same criteria. Module teams may then use feedback from moderation to improve clarity about the nature and purpose of future assessment, or to make changes if required.

Modules are also moderated externally. The module leader will arrange for the external examiner to receive a sample of work for review and comment. External examiners cannot change individual grades but can act as 'critical friends' and confirm that marking standards are in line with other, similar courses in the sector. If, on reviewing the sample, external examiners feel that the marking criteria have not been applied consistently the work of the whole cohort will be reviewed.

6. Classification of Awards

- The University publishes the principles underpinning the way in which awards and results are decided in the [Academic Regulations](#). Decisions about the overall classification of awards are made by Assessment Boards through the application of the academic and relevant course regulations.

7. Student Feedback



You can play an important part in the process of improving the quality of this course through the feedback you give.

We seek your feedback at various points throughout the academic year but you are always welcome to make constructive suggestions about your course to your Academic Advisor or your Year Leader.

Examples of ways in which your course has been improved as a direct response to student feedback in the past include:

- Using practical workshops instead of lectures to train you how to use the legal databases
- Staggering assessment deadlines throughout the year so far as possible to avoid periods of overload
- Introducing more specific support with respect to employability
- Using interactive workshops to promote skills learning

7.1 Student Staff Liaison Committee meetings (SSLCs)

Details of the Protocol for the operation of SSLCs is included in section 8.2 of the University Student Handbook.

8. Appendices

8.1 Appendix 1: Programme Specification – LLB (Hons) Law

UNIVERSITY OF CENTRAL LANCASHIRE

Programme Specification

This Programme Specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided.

1. Awarding Institution / Body	University of Central Lancashire
2. Teaching Institution and Location of Delivery	UCLan Preston UCLan Burnley UoM Enterprise Limited, Mauritius UCLan Cyprus
3. University School/Centre	Lancashire Law School School of Law, UCLan Cyprus
4. External Accreditation	Bar Standards Board Solicitors Regulation Authority Tertiary Education Committee of Mauritius
5. Title of Final Award	LLB (Hons) Law
6. Modes of Attendance offered	Full Time/Part-Time (Campus and by Distance Learning)/ Sandwich
7a) UCAS Code	M101
7b) JACS Code	M200
7c) HECoS Code	100485
8. Relevant Subject Benchmarking Group(s)	Law (2015)
9. Other external influences	Joint statement of the Solicitors Regulation Authority and the Bar Standards Board Tertiary Education Committee of Mauritius QAA Benchmark Statement for Law Cyprus Legal Council Cyprus agency of Quality Assurance and Accreditation in Higher Education
10. Date of production/revision of this form	June 2018/November 2018/ May 2020/ July 2020
11. Aims of the Programme	
Graduates of this law programme will:	
• Obtain functioning legal knowledge and applied skills that satisfy part of the requirements for effective practice as a solicitor in England and Wales	
• Meet the requirements of the academic stage of training to become a barrister in England and Wales	
• Acquire a sound knowledge of legal principles and rules from a variety of sources and know how to apply these appropriately and effectively in resolving a range of legal problems and issues	
• Convey self-confidence from having engaged with activities, experiences, and opportunities designed to develop the whole person within the broader Law School community	
• Demonstrate a capacity for independent thought and action, initiative, creativity, and team working	

<ul style="list-style-type: none"> • Communicate ideas and arguments effectively, professionally, and responsibly in writing, orally, and within interpersonal contexts
<ul style="list-style-type: none"> • Acquire a set of employability skills, knowledge and personal attributes to make securing, and being successful in, a chosen occupation more likely
<ul style="list-style-type: none"> • Articulate the value of learning in a supportive academic environment that develops intellectual potential, professional attitudes, and instils an ethic of life-long learning and responsible citizenship
12. Learning Outcomes, Teaching, Learning and Assessment Methods
A. Knowledge and Understanding
<p>A1. Identify sources of English Law (and Cypriot law, where appropriate) and explain how domestic law is created and developed, and its relationship to the EU</p> <p>A2. Explain the structure and functions of the institutions within which law is administered and the personnel who practice law</p> <p>A3. Articulate and apply knowledge of the 'foundations of legal knowledge' in a variety of contexts</p> <p>A4. Articulate and apply knowledge of specialised areas of law that build on foundational subjects and skills</p> <p>A5. Identify and explicate a range of legal concepts, principles and rules of English Law (and Cypriot Law, where appropriate) and demonstrate how they relate to one another in particular areas</p>
Teaching and Learning Methods
<p>Campus delivery will include a range of teaching and learning methods such as lectures, workshops, moots, flipped classroom, discussion forums, debates, Office Mix presentations, PowerPoint slides, recorded lectures, field trips, group debates, guest lectures, problem-based learning, case-study analysis, experiential learning, role plays, hypotheses, interactive technologies, and research exercises, structured work experience.</p> <p>Distance learning delivery will include module handbooks, reading lists of primary and secondary sources, PowerPoint presentations, workshop preparation materials and questions, Office Mix recordings, access to Relay campus recorded lectures where appropriate, interactive e-workbooks, on-line discussion threads on the virtual learning environment (VLE), e-mail, tutor guidance through remote methods, remote synchronous and asynchronous group and individual discussion of pre-prepared questions, use of a the VLE to access (through upload and download) all teaching materials, assessments, marks and feedback where appropriate, exemplars, discussion and learning support materials.</p>
Assessment methods
<p>Unseen examinations, MCQs, quizzes, mooting, debating, arbitration, mediation, oral performance, group/individual presentation, workshops, research exercises, case analysis, interactive questions, case reviews, plans, poster presentations, portfolios, extended essays, critical reviews, dissertations.</p>
B. Subject-specific skills
<p>B1. Locate, research, cite, and analyse law from a variety of primary and secondary sources</p> <p>B2. Communicate legal ideas and arguments appropriately both orally and in writing</p> <p>B3. Apply legal knowledge to analyse complex legal situations and problems</p> <p>B4. Apply mnemonics, such as IRAC and APWP, to produce coherently organised legal arguments</p> <p>B5. Adopt appropriate roles and apply advocacy skills necessary for effective engagement in a moot</p> <p>B6. Plan and execute an independent legal research project</p> <p>B7. Make personal judgements based upon a critically informed analysis of an area of law in question</p>
Teaching and Learning Methods
<p>Campus delivery will include a range of teaching and learning methods such as lectures, workshops, moots, flipped classroom, discussion forums, debates, Office Mix presentations, PowerPoint slides, recorded lectures, field trips, group debates, guest lectures, problem-based learning, case-study analysis, experiential learning, role plays, hypotheses, interactive technologies, and research exercises, structured work experience.</p> <p>Distance learning delivery will include module handbooks, reading lists of primary and secondary sources, PowerPoint presentations, workshop preparation materials and questions, Office Mix recordings, access to Relay campus recorded lectures where appropriate, interactive e-workbooks, on-line discussion threads on the virtual learning environment (VLE), e-mail, tutor guidance through remote methods, remote synchronous and asynchronous group and individual discussion of pre-prepared questions, use of a the VLE to access (through upload and download) all teaching materials,</p>

assessments, marks and feedback where appropriate, exemplars, discussion and learning support materials.

Assessment methods

Unseen examinations, MCQs, quizzes, mootings, debating, arbitration, mediation, oral performance, group/individual presentation, workshops, research exercises, case analysis, interactive questions, case reviews, plans, poster presentations, portfolios, extended essays, critical reviews, dissertations.

C. Thinking Skills

- C1. Identify limitations in the application of legal principles and evaluate critically areas for reform
- C2. Identify relevant legal issues from a factual scenario or general question
- C3. Make reasoned choices between alternative legal solutions and draw logical conclusions
- C4. Break complex problems down into smaller, more manageable, units for analysis and decision
- C5. Synthesise a range of material into a coherent whole and distinguish that which is irrelevant
- C6. Read and assimilate information from complex legal texts

Teaching and Learning Methods

Campus delivery will include a range of teaching and learning methods such as lectures, workshops, moots, flipped classroom, discussion forums, debates, Office Mix presentations, PowerPoint slides, recorded lectures, field trips, group debates, guest lectures, problem-based learning, case-study analysis, experiential learning, role plays, hypotheses, interactive technologies, and research exercises, structured work experience.

Distance learning delivery will include module handbooks, reading lists of primary and secondary sources, PowerPoint presentations, workshop preparation materials and questions, Office Mix recordings, access to Relay campus recorded lectures where appropriate, interactive e-workbooks, on-line discussion threads on the virtual learning environment (VLE), e-mail, tutor guidance through remote methods, remote synchronous and asynchronous group and individual discussion of pre-prepared questions, use of a the VLE to access (through upload and download) all teaching materials, assessments, marks and feedback where appropriate, exemplars, discussion and learning support materials.

Assessment methods

Unseen examinations, MCQs, quizzes, mootings, debating, arbitration, mediation, oral performance, group/individual presentation, workshops, research exercises, case analysis, interactive questions, case reviews, plans, poster presentations, portfolios, extended essays, critical reviews, dissertations.

D. Other skills relevant to employability and personal development

- D1. Conduct efficient searches of legal data bases and web-based sources to locate up-to-date and relevant information
- D2. Produce, and manipulate, word-processed text using a range of formats and present information in a form that meets academic and professional expectations and conventions
- D3. Identify, and formulate clearly, issues for research
- D4. Work independently and participate/lead group and team based tasks, problems solving, and discussions
- D5. Organise, plan, prioritise, and manage time and tasks effectively and work to agreed deadlines
- D6. Maintain a critical distance from your own ideas and arguments

Teaching and Learning Methods

Campus delivery will include a range of teaching and learning methods such as lectures, workshops, moots, flipped classroom, discussion forums, debates, Office Mix presentations, PowerPoint slides, recorded lectures, field trips, group debates, guest lectures, problem-based learning, case-study analysis, experiential learning, role plays, hypotheses, interactive technologies, and research exercises, structured work experience.

Distance learning delivery will include module handbooks, reading lists of primary and secondary sources, PowerPoint presentations, workshop preparation materials and questions, Office Mix recordings, access to Relay campus recorded lectures where appropriate, interactive e-workbooks, on-line discussion threads on the virtual learning environment (VLE), e-mail, tutor guidance through remote methods, remote synchronous and asynchronous group and individual discussion of pre-prepared questions, use of a the VLE to access (through upload and download) all teaching materials, assessments, marks and feedback where appropriate, exemplars, discussion and learning support materials.

Assessment methods

Unseen examinations, MCQs, quizzes, mooting, debating, arbitration, mediation, oral performance, group/individual presentation, workshops, research exercises, case analysis, interactive questions, case reviews, plans, poster presentations, portfolios, extended essays, critical reviews, dissertations.

13. Programme Structures				14. Awards and Credits
Level	Module Code	Module Title	Credit/ECTS rating	
Level 6	LW3038	Options: choose Four (Two for Cyprus) Dispute Resolution	30/15	LLB (Hons) Law Requires 360 credits, including a minimum of 220 at level 5 or above and 100 at level 6. LLB Law Requires 320 credits, including a minimum of 180 at level 5 or above and 60 at level 6. UCLan Cyprus Bachelor Degree with Honours (LLB) Requires 480 credits (240 ECTS), of which a minimum of 100 (50 ECTS) at level 6 and 220 (110 ECTS) at level 5 or above Bachelor Degree without Honours (LLB) Requires 440 credits (220 ECTS) of which a minimum of 60 (30 ECTS) at level 6 and 180 credits (90 ECTS) at level 5 or above.
	LW3039	Company and Corporate Law	30/15	
	LW3040	Dissertation	30/15	
	LW3041	Equity and Trusts in Life and Death**	30/15	
	LW3042	Jurisprudence	30/15	
	LW3043	Law for Entrepreneurs	30/15	
	LW3044	Medicine and the Law	30/15	
	LW3045	Policing***	30/15	
	LW3046	Private International Law	30/15	
	LW3047	Sex and Violence	30/15	
	LW3048	Transnational Commercial Law	30/15	
	LW3049	Professionalism and Work Based Learning	15	
	LW3056	Cyprus Property and Succession Law*	15	
	LW3055	EU Law*/**		
* Available at UCLan Cyprus only ** Compulsory at UCLan Cyprus only *** Available at UCLan Preston only				
Operating for Preston 2020 academic year only (2019 entrants)				
Level 5	LW2026	Options: choose Four (Two for Cyprus) Consumer and Commercial Law	20/10	Diploma of Higher Education Law Requires 240 credits, including a minimum of 100 at level 5 or above. UCLan Cyprus Requires 360 credits (180 ECTS) of which a minimum of 100 credits (50 ECTS) must be at level 5 or above.
	LW2027	Criminal Justice Practice and Procedure***	20/10	
	LW2028	Criminology	20/10	
	LW2029	Employment Law	20/10	
	LW2030	EU Single Market Law***	20/10	
	LW2031	Family Law	20/10	
	LW2033	Human Rights	20/10	
	LW2034	International Criminal Law	20/10	
	LW2035	Land Law**	20/10	
	LW2036	Public International Law	20/10	
	LW2037	Research Methods	20/10	
	LW2038	Tort Law**	20/10	
	LW2045	Cyprus Civil and Criminal Procedure*	10	
	LW2044	Project*	10	
	* Available at UCLan Cyprus only ** Compulsory at UCLan Cyprus only *** Available at UCLan Preston only			
LW2050	For international experience International Period Abroad ***	120 notional credits		

Operating for Preston 2020 academic year only (2020 entrants)				
Level 4 <i>Preston ONLY</i>	LW1021 LW1022 LW1023 LW1024	Contract Law Criminal Law Legal Method Public Law	30 30 30 30	Certificate of Higher Education Requires 120 credits including a minimum of 120 credits at level 4 or above.
Operating at UCLan Cyprus 2020 academic year				
Level 4 <i>Year 2 Cyprus ONLY</i>	LW1005 LW1013 LW1007 LW1009 LW1016 LW1981 LW1117 AL1101 AL1109 AC1500	Compulsory modules Public Law Contract Law Optional modules Law for Biodiversity Thinking and Arguing Law Foundations in Human Rights Student Initiated Module The Classical Foundations of Modern Law Beginners' French Language and Culture Beginners' Russian Language and Culture Introduction to Accounting and Finance	20 / 10 20 / 10 20 / 10 20 / 10 20 / 10 20 / 10 20 / 10 20 / 10 20 / 10 20 / 10	UCLan Cyprus Requires 240 credits (120 ECTS) with a minimum of 240 credits (120 ECTS) at level 4 or above
Level 4 <i>Year 1 Cyprus ONLY</i>	LW1101 LW1102 LW1020 LW1131 LW1113 LW1040 LW1111 LW1014 LW1105 LW1012 LW1100 LW1032 EF1228 EF1705 EF1706 LW1120	Compulsory modules Lawyers' Skills and Personal Development Legal System Foundations of English and Cypriot Law Introduction to Academic Study: written assessments Optional Modules Introduction to Current Legal Issues in Cyprus Personal Development Planning English for Law Writing Skills Street Law Introduction to Business Law Family Relationships and the Law An Introduction to War Crimes Trials English for IELTS English Language 1* English Language 2* Comparative Law * Compulsory for Advanced Entry Students	20 / 10 20 / 10 10 / 5 10 / 5 20 / 10 10 / 5 20 / 10 10 / 5 10 / 5 10 / 5 10 / 5 10 / 5 20 / 10 20 / 10 20 / 10 20 / 10	UCLan Cyprus 60 ECTS needed
Level 3 <i>Preston ONLY</i>	LWC018 LWC017 LWC001 LWC006	Compulsory Academic Skills in Higher Education Key Issues in Law and criminology Options Family Relationships and the Law Current Issues in Human Rights	30 30 20 20	Successful completion of 120 credits on this Foundation year allows a choice of progression routes onto a range of undergraduate programmes offered by Lancashire Law School, including: LLB (Hons) Law

	LWC012	Introduction to Business Law & commercial awareness	20	LLB (Hons) Law with Criminology LLB (Hons) Law with Business LLB (Hons) Law with Psychology LLB (Hons) Law with International Studies BA (Hons) Criminology and Criminal Justice BA (Hons) Criminology and Sociology
	PSC005	Introduction to Psychology	20	
	MLC001	Skills for language students	20	
	SOC101	Introduction to Sociology	20	
	CJC002	An Introduction to Criminology	20	
UCLan Burnley only	HUC110	Essential Study Skills for Higher Education	20	Requires completion of 120 credits at Level 3 for progression to Year 1 (Level 4)
	HUC111		20	
	HUC114	Developing Academic Knowledge	20	Students who exit after the Foundation year will receive a transcript of their modules and grades.
	HUC115	Extended Study	20	
	VOC106	Learning by Experience	20	
		Volunteering and Community Action	20	
	HUC116	Options	20	
FZC012	Introduction to Degree Course Subject	20		
		Professional Policing	20	

15. Personal Development Planning

Support for personal development planning, and the acquisition of transferable skills, is integrated into the programme by means of specific skills elements built into individual modules; a structured academic advisor and support system; and a range of extracurricular opportunities and activities to reinforce and extend curricular provision.

All modules include a number of structured activities that support formative learning through the development of a range of study skills which support writing, researching, reading, note-taking, oral presentations, negotiation, client interviewing, plagiarism avoidance, CV writing, writing blogs, leadership, peer mentoring, networking, critical reasoning, legal research and citation practice, project planning, professional client care, evaluating web sources, Boolean searches of on-line data bases, debating, group and teamwork, reflective diaries. Students are expected to demonstrate increased levels of competence when they apply and extend these skills in different modules and across different levels. Competence is demonstrated in a number of ways such as reflective and critical portfolios, summative assessment, formative assessment of learning in small group classes, electronic 'badges' awarded in the virtual learning environment for engagement with formative learning activities which extend knowledge and skills, and certificates of achievement for completion of externally validated skills in areas such as mediation and arbitration. Feedback on all summative assessments includes formative 'feed forward' comments for students to reflect and act on in the future to improve their knowledge and general skill set. One of the foundations of the teaching philosophy underpinning all modules is that specialist and abstract ideas and knowledge should be placed within a broader social, political, economic, philosophical, and historical context and links to 'real life experience' should be made at every available opportunity so students can ground their knowledge in practical reasoning of relevance to their future employment.

The Academic Advisor system provides a structure within which the outcomes from structured activities, feedback from summative and formative assessment, and curricular engagement is discussed, reflected upon, and captured so students can use the data to support career planning, skills audits to identify strengths and gaps, and prepare job application forms and engage with, and network at, careers fairs. Students are allocated to an academic member of staff for 3 years to support continuity in relationship building. Up to four meetings are scheduled over the course of each academic year. Plans, goals and objectives are agreed at the start of the academic year and the meetings allow students to reflect on progress and identify evolving objectives. An individual learning plan is agreed and this captures experiences, attainment, targets, reflections, and evidence

to support development and extension of skills of relevance to future career pathways. Students are therefore encouraged to start thinking about their employability early in the academic cycle and to use both curricula and extra-curricular experiences as opportunities for reflection in order to evidence skills, values, and attributes of use in future graduate employment.

Finally, students are encouraged to extend their curricula skills by engaging with extra-curricular opportunities which allow different dimensions of their personality and skill set to develop in a more rounded way. The School provides opportunities to participate in skills competitions, both nationally and internationally; field trips to regional, national and international institutions are encouraged and supported so students contextualise their learning within broader cultural and institutional contexts; bespoke employability events and activities are arranged which focus on networking and professionalism (Law, Criminology, Criminal Justice careers fairs), aspirational learning (visiting speakers, alumni, University fellows speaking about their work, current issues, and their career journey), participation in competitive competitions for openings/finance (e.g., scholarships, contracts).

16. Admissions criteria *

**Correct as at date of approval. For latest information, please consult the University's website.*

The University's minimum standard entry requirements for degree level study is a 12-point profile, made up from one of the following at least two A2 level subjects; or, one A2 level subject plus on single award Advanced VCE; or, one double or two single award(s) Advanced VCE.

Standard minimum entry requirement is 112 points at A2 level (BBC). Refer to Section B3.11 of the academic regulations and general entry requirements rather than specific A level points as these can change.

The normal entry requirement for this course is BBC (112 points) at A2 level (or equivalent) and a grade C or above in GCSE English or an IELTS score of 6.0 or above and Maths, or successful completion of LLB (Hons) Foundation Entry programme. In line with our support of Access to Higher education your application will be considered without this if you can show the ability to enjoy and benefit from degree level studies. We look for alternative or professional qualifications, life experience, motivation and commitment. If you have not studied recently, you may be given a key skills assessment to enable the teaching team to direct support appropriately.

Applications from individuals with non-standard qualifications or relevant work/life experience who can demonstrate the ability to cope with and benefit from degree level studies are welcome. In some cases, these non-standard qualifications and experiences can be treated as Accredited Prior Learning or Accredited Prior Experiential Learning (APL/APEL) and form the basis of exemptions from modules in the degree programme. If you have not studied recently you may need to undertake foundation entry programme first. For details of those offered by the University, please contact Enquiry Management on 01772 892400.

UCLan Cyprus only

For entry to year 1 of the programme: the normal requirement is a score of 16.5 or above in the Apolytirion OR 200 A level points; OR another international equivalent.

For advanced entry into the programme: the minimum entry requirements would be one of the following: relevant Certificate of Higher Education, Foundation Certificate or equivalent from a recognised institution. Students with an Apolytirion score of 18.5/20 or above, or 280 A2 level points or equivalent and has an IELTS score of 6.0 or equivalent may apply for exemption from no more than 10% of the programme, equivalent to a maximum of 2 modules (40 UK credits/20 ECTS) out of their 24 module programme.

It is Law School policy to recognise the value of an applicant's existing qualifications, life experiences, skills and abilities. Students may, therefore, apply for accreditation based on either prior certificated learning (APCL) or accreditation of prior experiential learning (APEL), or a combination of both in accordance with University procedures. Applicants without a grade C or above in GCSE English will have to show a good grasp of the English language and will require either 5.5 IELTS or 6.0 IELTS (for direct entry to year 2), or their equivalents, for entry to the degree.

17. Key sources of information about the programme

- Lancashire Law School web-page: <https://www.uclan.ac.uk/schools/lancashire-law-school/courses.php>
- University of Mauritius Enterprise Trust: <http://www.uomenterprise.mu/courses/>
- UCLan Cyprus website: <https://www.uclancyprus.ac.cy/undergraduate-course/bachelor-of-laws-llb-hons/>

- **Harris Hub:** harrishub@uclan.ac.uk or +44 (0)1772 891996 or 891997
- **University of Mauritius Enterprise Trust Contact:** <http://www.uomenterprise.mu/contact.html>
- **UCLan Cyprus Administration:** schoolsadmin@uclancyprus.ac.cy
- **Course Leader:** Dr Andrew Harries +44 (0) 1772 893066 awharries@uclan.ac.uk

18. Curriculum Skills Map

Please tick in the relevant boxes where individual Programme Learning Outcomes are being assessed

Level	Module Code	Module Title	Core (C), Compulsory (COMP) or Option (O)	Programme Learning Outcomes																							
				Knowledge and understanding					Subject-specific Skills							Thinking Skills						Other skills relevant to employability and personal development					
				A1	A2	A3	A4	A5	B1	B2	B3	B4	B5	B6	B7	C1	C2	C3	C4	C5	C6	D1	D2	D3	D4	D5	D6
LEVEL 6	LW3038	Dispute Resolution	O		X		X	X	X	X	X		X		X	X	X		X		X	X	X	X	X		
	LW3039	Company and Corporate Law	O				X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X		
	LW3040	Dissertation	O				X	X	X	X	X			X	X	X		X	X	X	X	X	X	X	X		
	LW3041	Equity and Trusts in Life and Death**	O/Comp			X		X	X	X	X	X			X	X	X	X	X	X	X	X		X	X		
	LW3042	Jurisprudence	O				X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X		
	LW3043	Law for Entrepreneurs	O		X		X	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X		
	LW3044	Medicine and the Law	O				X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X		
	LW3045	Policing***	O				X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X		
	LW3046	Private International Law	O				X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X		
	LW3047	Sex and Violence	O				X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X		
	LW3048	Transnational Commercial Law	O				X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X		
	LW3049	Professionalism and Work Based Learning	O				X	X	X	X	X				X		X	X	X	X		X	X	X	X		
	LW3055	EU Law*	Comp	X	X	X	X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X		
	LW3056	Cyprus Property and Succession Law*	O	X	X	X	X	X	X	X	X	X			X	X	X	X	X	X	X	X	X	X	X		
LEVEL 5	LW2026	Consumer and Commercial Law	O		X		X		X	X	X	X				X	X	X	X			X	X	X	X		
	LW2027	Criminal Justice Practice and Procedure***	O		X		X		X	X	X	X				X	X	X	X			X	X	X	X		
	LW2028	Criminology	O				X		X	X	X	X				X	X	X	X			X	X	X	X		
	LW2029	Employment Law	O				X		X	X	X	X				X	X	X	X			X	X	X	X		
	LW2030	EU Single Market Law***	O	X	X	X			X	X	X	X				X	X	X	X			X	X	X	X		
	LW2031	Family Law	O				X		X	X	X	X				X	X	X	X			X	X	X	X		
	LW2033	Human Rights	O	X			X		X	X	X	X				X	X	X	X			X	X	X	X		

Level	Module Code	Module Title	Core (C), Compulsory (COMP) or Option (O)	Programme Learning Outcomes																							
				Knowledge and understanding					Subject-specific Skills							Thinking Skills						Other skills relevant to employability and personal development					
				A1	A2	A3	A4	A5	B1	B2	B3	B4	B5	B6	B7	C1	C2	C3	C4	C5	C6	D1	D2	D3	D4	D5	D6
LEVEL 3	LW2034	International Criminal Law	O	X	X		X		X	X	X	X				X	X	X	X			X	X	X	X	X	
	LW2035	Land Law**	O/Comp			X			X	X	X	X				X	X	X	X			X	X	X	X	X	
	LW2036	Public International Law	O	X	X		X		X	X	X	X				X	X	X	X			X	X	X	X	X	
	LW2037	Research Methods	O		X				X	X	X	X				X	X	X	X			X	X	X	X	X	
	LW2038	Tort Law**	O/Comp			X			X	X	X	X				X	X	X	X	X	X	X	X	X	X	X	
	LW2044	Project*	O			x	x		x	x	x	x		X	x	x	x	x	x	x	x	x	x	x	x	x	x
	LW2045	Cyprus Civil and Criminal Procedure*	O	x	x	x	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x
LEVEL 4	LW1021	Contract Law**	O/Comp			X			X	X		X	X			X	X				X	X			X		
	LW1022	Criminal Law**	O/Comp			X			X	X		X				X	X				X	X			X		
	LW1023	Legal Method**	O/Comp	X	X	X			X	X		X	X			X					X	X			X		
	LW1024	Public Law**	O/Comp			X			X	X		X				X	X				X	X			X		
	LW1029	Thinking and Arguing Law*	O			x				x	x				x	x	x	x	x	x	x	x	x	x	x	x	x
	LW1030	Foundations in Human Rights*	O	x	x	x	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x
	LW1033	Classical Foundations of Modern Law*	O			x									x	x	x	x	x	x	x	x	x	x	x	x	x
	LW1035	Cyprus Public Law and System*	O	x	x	x	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x
	LW1034	Mooting and Legal Debating*	O			x			x	x	x	x	x			x		x	x	x	x	x	x	x	x	x	x
	LW1020	Foundations of English and Cypriot Law*	O	x	x	x	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x
	LW1131	Research and Writing Skills*	O						x	x	x	x				x		x	x	x	x	x	x	x	x	x	x
	LW1113	Current Legal Issues in Cyprus*	O	x	x	x	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x
	LW1028	Foundations of International and EU Law*	O	x	x	x	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x

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				A1	A2	A3	A4	A5	B1	B2	B3	B4	B5	B6	B7	C1	C2	C3	C4	C5	C6	D1	D2	D3	D4	D5	D6	
	LW1012	Introduction to Business Law*	O	x	x	x	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x	
	LW1120	Comparative Law*	O					x	x	x						x		x		x	x	x	x	x	x	x	x	
	LW1031	Professional Personal Development and Skills*	O						x	x	x	x	x							x	x	x	x	x	x	x	x	x
	EF1705	English Language 1*	O														x		x	x	x		x	x	x	x	x	
	EF1706	English Language 2*	O														x		x	x	x		x	x	x	x	x	

* Available at UCLan Cyprus only

** Compulsory at UCLan Cyprus only

*** Available at UCLan Preston only

19. LEARNING OUTCOMES FOR EXIT AWARDS:

Learning outcomes for the award of: LLB Law

A. Knowledge and Understanding
A1. Identify sources of English Law (and Cypriot law, where appropriate) and explain how domestic law is created and developed, and its relationship to the EU A2. Explain the structure and functions of the institutions within which law is administered and the personnel who practice law A3. Articulate and apply knowledge of the 'foundations of legal knowledge' in a variety of contexts A4. Articulate and apply knowledge of specialised areas of law that build on foundational subjects and skills A5. Identify and explicate a range of legal concepts, principles and rules of English Law (and Cypriot Law, where appropriate) and demonstrate how they relate to one another in particular areas
B. Subject-specific skills
B1. Locate, research, cite, and analyse law from a variety of primary and secondary sources B2. Communicate legal ideas and arguments appropriately both orally and in writing B3. Apply legal knowledge to analyse complex legal situations and problems B4. Apply mnemonics, such as IRAC and APWP, to produce coherently organised legal arguments B5. Adopt appropriate roles and apply advocacy skills necessary for effective engagement in a moot B7. Make personal judgements based upon a critically informed analysis of an area of law in question
C. Thinking Skills
C1. Identify limitations in the application of legal principles and evaluate critically areas for reform C2. Identify relevant legal issues from a factual scenario or general question C3. Make reasoned choices between alternative legal solutions and draw logical conclusions C4. Break complex problems down into smaller, more manageable, units for analysis and decision C6. Read and assimilate information from complex legal texts
D. Other skills relevant to employability and personal development
D1. Conduct efficient searches of legal data bases and web-based sources to locate up-to-date and relevant information D2. Produce, and manipulate, word-processed text using a range of formats and present information in a form that meets academic and professional expectations and conventions D3. Identify, and formulate clearly, issues for research D4. Work independently and participate/lead group and team based tasks, problems solving, and discussions D5. Organise, plan, prioritise, and manage time and tasks effectively and work to agreed deadlines D6. Maintain a critical distance from your own ideas and arguments

Learning outcomes for the award of: Dip. H.E. in Law

A. Knowledge and Understanding
A1. Identify sources of English Law (and Cypriot law, where appropriate) and explain how domestic law is created and developed, and its relationship to the EU A2. Explain the structure and functions of the institutions within which law is administered and the personnel who practice law A5. Identify and explicate a range of legal concepts, principles and rules of English Law (and Cypriot Law, where appropriate) and demonstrate how they relate to one another in particular areas
B. Subject-specific skills
B1. Locate, research, cite, and analyse law from a variety of primary and secondary sources B2. Communicate legal ideas and arguments appropriately both orally and in writing B3. Apply legal knowledge to analyse complex legal situations and problems B4. Apply mnemonics, such as IRAC and APWP, to produce coherently organised legal arguments B5. Adopt appropriate roles and apply advocacy skills necessary for effective engagement in a moot
C. Thinking Skills
C1. Identify limitations in the application of legal principles and evaluate critically areas for reform C2. Identify relevant legal issues from a factual scenario or general question C3. Make reasoned choices between alternative legal solutions and draw logical conclusions C4. Break complex problems down into smaller, more manageable, units for analysis and decision
D. Other skills relevant to employability and personal development
D1. Conduct efficient searches of legal data bases and web-based sources to locate up-to-date and relevant information D2. Produce, and manipulate, word-processed text using a range of formats and present information in a form that meets academic and professional expectations and conventions D3. Identify, and formulate clearly, issues for research D4. Work independently and participate/lead group and team based tasks, problems solving, and discussions D5. Organise, plan, prioritise, and manage time and tasks

Learning outcomes for the award of: Cert. H.E. in Law

A. Knowledge and Understanding
A1. Identify sources of English Law (and Cypriot law, where appropriate) and explain how domestic law is created and developed, and its relationship to the EU A2. Explain the structure and functions of the institutions within which law is administered and the personnel who practice law
B. Subject-specific skills
B1. Locate, research, cite, and analyse law from a variety of primary and secondary sources B4. Apply mnemonics, such as IRAC and APWP, to produce coherently organised legal arguments B5. Adopt appropriate roles and apply advocacy skills necessary for effective engagement in a moot
C. Thinking Skills
C2. Identify relevant legal issues from a factual scenario or general question C4. Break complex problems down into smaller, more manageable, units for analysis and decision
D. Other skills relevant to employability and personal development
D1. Conduct efficient searches of legal data bases and web-based sources to locate up-to-date and relevant information D2. Produce, and manipulate, word-processed text using a range of formats and present information in a form that meets academic and professional expectations and conventions D4. Work independently and participate/lead group and team based tasks, problems solving, and discussions D5. Organise, plan, prioritise, and manage time and tasks