

1. Introduction to the Postgraduate Course Catalogue

The purpose of this Catalogue is to provide students with information on the structure of the Graduate Diploma and the taught postgraduate degrees, and information on each of the modules which must or may be taken for the Graduate Diploma or as part of a degree.

The order of entries within the Catalogue is alphabetical according to the Schools which offer taught postgraduate programmes (it should be noted that not all the Schools of the University offer such programmes in Session 2003-04). Each School provides:-

- i) a list of its Graduate Diplomas and postgraduate degrees
- ii) details of all modules offered, including the credit value and assessment procedures of each.

The modules will be those available in 2003-04 or 2004-05 or both, except where unforeseen circumstances prevail and require their withdrawal. Supplementary information will be made available on modules approved after the closing date for inclusion in this Catalogue.

2. The Graduate Diploma and Taught Postgraduate Degrees

The postgraduate awards which contain a taught element are the Graduate Diploma, the M.Litt., the M.Sc., the M.Res. and the M.Phil.. The Graduate Diploma requires 120 credits in 5000 level modules in an approved programme. The M.Litt., M.Sc. and M.Res. normally comprise 120 credits in 5000 level modules in an approved programme plus the appropriate dissertation module or project. The M.Phil. comprises 120 credits in 5000 level modules in an approved programme plus a thesis. A student may transfer, subject to conditions, from Graduate Diploma to M.Litt., M.Sc. or M.Res. (see Regulation III,2) and from the first year of study to the M.Phil. (see Regulation III, 3).

Provision is made for part-time study in all Diploma and Degree programmes.

It should be noted that some modules may be taken from outside the approved programme or from outwith the School's provision, but this is subject to permission being granted by the Heads of School concerned.

3. Modules, Credits and Grades

The Graduate Diploma and the taught element of the M.Litt., M.Sc., M.Res. and M.Phil. are made up of modules. The modules offered at postgraduate level are identified by 5000-level codes, distinguishing them from undergraduate modules at First, Second and Honours levels. For example, EN5001 = School of English, Taught Postgraduate Module, "The Short Story". A module is a self-contained unit of learning and assessment. The period of time over which study takes place can vary, but the majority of modules occupy a twelve-week block; i.e. together with assessment, a characteristic postgraduate module spans one of the two semesters that form the part of the session designated for teaching. Some modules, however, may be concentrated into a shorter period and others may be taught over two semesters. The arrangement is made clear in the descriptor for each module. In most modules, assessment is carried out by two methods: by continuous assessment of course work, and by examination. On the basis of the grades acquired in the continuous assessment of pieces of work or other exercises presented and assessed during the course and those acquired by examination, the examiners determine whether a student has passed the assessment for the module and is, therefore, to be awarded the credits for the module. A student who passes a module will gain the credits, reflecting the workload of the module, and a grade, reflecting the quality of the performance.

The student should note that the overall grade required for progression from the taught elements to the dissertation or thesis is not the same as the pass grade. Full details of the work required for continuous assessment, as well as of assessment procedures and the right of progression, will be found in the documentation provided by each School.

Full-time students on a taught postgraduate course take modules worth at least 120 credits in total over the two semesters, and, for the M.Sc., M.Litt. or M.Res. degrees, will undertake the appropriate dissertation module or project over the summer. In each School entry, Programme Requirements are stated; these give the groupings of modules which together form a 'pathway' to the Graduate Diploma and towards the other postgraduate degrees with taught elements.

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Notes:

1. The following Grade Scale for assessing the taught element has been adopted:-

- 5 - 20 Graduate Diploma
- 17 - 20 Distinction
- 14 - 20 Right of Progression to M.Litt / M.Sc. / M.Res.
- 12 - 13 Discretionary Progression to M.Litt / M.Sc. / M.Res.
- 1 - 4 Fail

A twenty point scale is also used for assessing the M.Litt. / M.Sc. / M.Res. dissertation. The dissertation or project usually has a weight of about one-third in the overall assessment of the M.Litt./M.Sc./M.Res..

There are two requirements for the award of the M.Litt./M.Sc./M.Res.:

- (i) The overall grade achieved in taught element and dissertation combined must be 14 or more
AND
- (ii) The grade achieved in the dissertation must be 14 or more.

The examiners may recommend that the M.Litt./M.Sc./M.Res. be awarded with a distinction. They may also recommend that a distinction be awarded in coursework alone or in the dissertation alone. A distinction overall is awarded only if both coursework and dissertation have achieved the level required for a distinction in each. The grade required for a distinction in the dissertation is 17, the same as that required for a distinction in coursework.

4. Glossary of Commonly used Terms

20-point reporting scale. This is a scale from 1 to 20 used for recording the grade achieved in the assessment of a module. Pass grades are 5 – 20 and fail grades are 1 – 4.

Anti-requisite. Students will not be allowed to take the module if they have already passed or wish to take the specified module (usually a closely related module).

Assessment. A brief statement of the distribution between continuous assessment and formal examination.

Availability. Availability will only be shown if the module is offered in only one of the next two years.

Class Hour. If days of the week are not specified, the class meets every day from Monday to Friday.

Co-requisite. A module which must be taken in the same semester.

Credit. The number of “points” a specific module counts towards a recognised degree programme. Must be used alongside the “level” of academic content in the module. A student’s studies towards a degree will be structured in terms of modules, each of which is assigned a credit value; so, for example, 5000 Level modules in the School of Art History are worth 40 credits.

Description. A brief statement of the content of a module.

European Credit Transfer System. Some modules in this Catalogue have an accreditation in the ECTS scheme. Since St Andrews operates on an annual load of 120 credits and ECTS one of 60 credits, credits transferred to the other institution will be exactly half of the credits shown for each module. The grade for each module will be calculated according to established ECTS procedures and, therefore, it will not necessarily be the same as a grade for a module awarded by this University. A more detailed explanation of the procedures relating to ECTS students is given as an Appendix to this Introduction.

Faculty. There are four faculties - Arts, Divinity, Medicine and Science.

Grades. A student who passes a module will have gained both credits, reflecting the workload of the module, and a grade, reflecting the quality of a student’s work.

- Levels.** There are five Levels of modules; 1000, 2000, 3000, 4000 and 5000. Normally the right of entry to a module is conditional upon a pass in one or more modules taken at a lower level of study. Thus, although the teaching, learning and assessment for a module may be self-contained, modules do not as a rule stand independent of each other.
- Module.** Degree programmes are modular in structure. The key elements of a module are credit, level of study, title, description of content, assessment requirements, availability (session and semester). Other elements include class teaching hour, contact point, transferable skills, learning outcomes etc. Each module will be a self-contained unit of teaching, learning and assessment. For the majority of modules the teaching will take place in one 12-week teaching block, usually broken by a reading week or vacation, and in most cases will be followed by an examination. Others will be concentrated into a shorter period, and some will be taught over two semesters.
- Prerequisites.** Some modules may have prerequisites reflecting the assumption that they build upon previous knowledge gained.
- Programme(s)** This indicates to which Postgraduate Taught Programmes the module relates and whether the module is compulsory or optional.
- Programme Requirements.**
The combination of modules required in order to be awarded a qualification.
- Semester.** The Semester(s) in which the module is taught, where ‘either’ means that the module is taught in both semesters, being offered twice, and ‘whole year’ means that it is taught once only, throughout the two semesters.
- Teaching.** This will be an indication of the weekly teaching provision for each student. The normal teaching period will be of one hour unless indicated otherwise. Where the pattern of teaching varies from week to week, the average weekly load is given. A tutorial is a discussion class of typically ten or fewer students; a seminar is typically a larger group, but will also involve student contributions and discussion.

Appendix

LICENTIATE OF INTEGRATED EUROPEAN STUDIES

The Licentiate is a certificate offered by the University of St Andrews to recognize the work students have done in a form that goes beyond a simple transcript of courses taken. It is not equivalent to a graduating programme.

1. Eligibility. Any student spending a year in St Andrews under a European Union scheme, who is registered for a graduating degree in their home country.

2. Pathway. A programme approved by the Adviser totalling 120 credits, including ET1001/ET1002 (unless the student has an equivalent or superior qualification) and a further 80 credits from 1000-5000 level modules.

French: For third-level students of ‘Lettres modernes’ and ‘Langues étrangères appliquées’ from French universities the normal pathway is 120 credits in a programme approved by the Adviser.

The normal pathway for fourth level students from French universities is 120 credits, including ET1001 (unless the student has an equivalent or superior qualification, in which latter case he or she may take FR5001 within the normal total of 120 credits) and a further 100 credits of which not more than 45 credits may be at Honours level. Modules must include FR5099 (unless students are not preparing dissertations for their home universities) and others drawn from ET1002, FR5002, FR5003, FR5005, FR5006, FR5007, FR5023, FR5099, ML5001, ML5002, ML5005, ML5006, ML5007, ML5008, ML5012, ML5013, ML5014, ML5018, ML5019 and any other available Postgraduate or Honours modules.

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3. Standard of attainment. To receive the Licentiate students require to achieve a minimum overall grade average of 11 on the University reporting scale, subject to their programme including 3000-5000 level modules totalling at least 60 credits.

4. Examining Board. The appropriate Examining Board for individual candidates will be determined by the School responsible for the exchange agreement under which the student has come to St Andrews, subject to confirmation by the Dean.

5. Credit Transfer for M.Litt. Students who have satisfactorily completed a Licentiate programme incorporating appropriate 5000 Level modules may, on the recommendation of the Head of School and with the approval of the Dean, elect not to accept the award of the Licentiate but to transfer the credits obtained on the Licentiate programme in order to enter the second year of the part-time M.Litt. programme with advanced standing.