

1. Introduction to the Postgraduate Course Catalogue

The purpose of this Catalogue is to provide students with information on the structure of the taught postgraduate programmes, plus information on each of the modules which must or may be taken in such programmes 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 2005-06). Each School provides:-

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

The modules will only be those available in 2005-06, except where unforeseen circumstances require their withdrawal. Supplementary information will be made available on modules approved after the closing date for inclusion in this Catalogue.

2. The Graduate Certificate, Graduate Diploma and Taught Postgraduate Degrees

The postgraduate awards which contain a taught element are the Graduate Certificate, Graduate Diploma, the M.Litt., the M.Sc., the M.Res. and the M.Phil.. The Graduate Certificate requires at least 60 credits in 5000 level modules. The Graduate Diploma requires at least 120 credits in 5000 level modules (or, in certain circumstances, 4000 level modules) in an approved programme. The M.Litt., M.Sc. and M.Res. normally comprise at least 120 credits in 5000 level modules (or, in certain circumstances, 4000 level modules) in an approved programme plus a dissertation. The M.Phil. comprises 120 credits in 5000 level modules (or, in certain circumstances, 4000 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 Regulations) and from the first year of taught study to the M.Phil. (see Regulations).

Provision is made for part-time study in all taught postgraduate 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.

Further information on the structure of and requirements for the Graduate Certificate, Graduate Diploma and postgraduate degrees, including progression from the taught to research components of a specific degree programme may be found in the *University's Code of Practice for Postgraduate Students and Supervisors*, available online from <http://foi.st-andrews.ac.uk/doc.jsp?id=489>

3. Explanation of fields in Module entries

Module number and Title – first entry – self explanatory

Credits. 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 Classics are each worth 40 credits.

Semester. The Semester or Semesters 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.

Prerequisites. Second semester modules and some others may have prerequisites reflecting the assumption that they build upon previous knowledge gained. **Co-requisite.** A module which must be taken in the same **semester** or **session** as the one listed.

Anti-requisite. Students will not be allowed to take the module shown in this field if they have already passed or wish to take the module which indicates the anti-requisite (e.g. looking at entry for MT5611 which indicates MT4111 is an anti-requisite – cannot take both).

Programme(s). An indication to which Postgraduate Programmes of Study the module relates.

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

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Class Hour. The time(s) which students may be required to attend.

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.

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

4. Glossary of other commonly used terms

20-point reporting scale. This is a scale from 1.0 to 20.0 used for recording the grade achieved in the assessment of a module. Pass grades are 5.0 to 20.0 and fail grades are 0 to 4.9

Credit Loads. Normally a full-time student will take modules worth 120 credits during the course of each **session**. Full-time students should take at least 80 credits and under no circumstances more than 160 credits. Part-time students must take at least 20 credits per **semester** and no more than 80 credits each **session**.

European Credit Transfer System. All 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 Appendix 1 to this Introduction (page x.4).

Faculty. There are four faculties - Arts, Divinity, Medicine and Science. Arts and Divinity however are treated as a single entity for administrative purposes.

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. The grade is recorded on the **20-point reporting scale**.

Graduate Diploma. This qualification is awarded to a student who over a period of normally one year (or the equivalent period of part-time study) gains at least 120 credits in an approved programme.

Levels. There are two **Levels** of modules appropriate to Postgraduate study. Normally modules will be 5000 level, but in some approved programmes, a few 4000 level modules are also available.

Module. Degree programmes are modular in structure. The key elements of a module are **credit, level** of study, title, **description** of content, **assessment** requirements, and **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**.

Programme Requirements. The combination of modules required in order to be awarded a qualification.

Qualifications. Each type of qualification - eg M.Litt or M.Sc.. - is governed by a set of Senate Regulations, and is awarded under a specific Court Resolution. Only the taught courses require a generic programme specification published using the SCOTCATS credit framework.

Semester. The academic **session** is divided into two distinct teaching units called **semesters**. Semester 1 runs from September to January, Semester 2 runs from February to May.

Session. A session is a full academic year (September to September), comprising two **semesters** and the summer break.

Termination of Studies : Students whose performance is unsatisfactory and/or who have insufficient credits for their particular stage of study may have their studies terminated. Individual students' performance will be reviewed by the Faculty Business Committee and a decision made as to whether or not their studies should be terminated. Students who are potentially in this situation will be notified and will be given a limited period to inform the Faculty Business committee of any circumstances that have adversely affected their performance in order that these may be taken account of prior to a final decision being made. Failure to notify the Faculty Business Committee of such circumstances by the due date will normally lead to the automatic termination of studies with immediate effect.