

General Regulations for Awards Conferred Jointly with Other Degree Awarding Institutions

The following General Regulations for Awards Conferred Jointly with other Degree Awarding Institutions apply to all degrees awarded jointly by the University of Aberdeen and other degree awarding institutions. The degrees governed by these General Regulations are conferred in accordance with Resolution No 256 of 2008, which was approved by the University Court on 20 May 2008, as modified by subsequent University Court Resolutions.

1. The Senatus Academicus may designate as Joint Degrees, programmes responsibility for the delivery and/or quality assurance of which is shared between the University and other institutions having degree-awarding powers. A list of the programmes currently so designated is contained in Schedule A to these Regulations, and may be amended from time to time.
2. In respect of each joint programme, the University Court on the recommendation of the Senatus Academicus, shall enter into a Memorandum of Understanding [MoU]. This memorandum shall for each programme designate an institution of primary registration, which shall be responsible for the processing of applications for admission, termination of study and conferral of awards. The memorandum shall also specify arrangements for collection of fees and distribution of resource and for quality assurance matters.
3. Where the University of Aberdeen is not the Institution of Primary Registration, the students on Joint programmes shall nevertheless be registered as Individual Subject Study or Registered Postgraduate Students, as appropriate.
4. The provisions of the Code of Practice on Student Discipline shall apply to all breaches committed within the campuses of the University of Aberdeen, or in respect of courses for which the University of Aberdeen provides the Course Coordinator.
5. The external examiners at programme level for Joint Degrees shall be appointed and remunerated by the Institution of Primary Registration, following consultation with the other institutions involved.

SCHEDULE A

Degree of Bachelor of Dental Surgery with the University of Dundee.

Supplementary Regulations for the Degree of Master of Arts (Honours) in Education

1. The Degree of Master of Arts in Education may be conferred as a Designated Degree of Master of Arts, Master of Arts with Honours or as the Degree of Master of Arts in Educational Studies. Candidates who have completed satisfactorily a programme accredited by the General Teaching Council for Scotland shall be awarded either Designated Degree of Master of Arts in Education or the Degree of Master of Arts (Honours) in Education. In accordance with regulation 4.
2. Before being admitted to the programme leading to the degree, all candidates must, in addition to satisfying any academic requirements for admission, satisfactorily complete a Protection of Vulnerable Groups (PVG) check, and would also normally be required to attend for interview.
3. The programme of study leading to the degree, which is accredited by the General Teaching Council for Scotland, shall be as approved by the Senatus Academicus and is contained in the programme prescription. The Honours programme for the degree comprises programme years 3 and 4.
4. Except with the permission of the Senatus Academicus, or where Regulation 17.1, applies candidates may not progress
 - (a) from programme year 1 to programme year 2 unless they have accumulated, by award or recognition, at least 90 credit points at level 1 [including, by award, recognition or exemption, those required to enter programme year 2 for the degree programme for which they are currently registered]; *or*
 - (b) from programme year 2 to Honours programme year 3 unless they have accumulated, by award or recognition, at least 240 credit points at levels 1 and 2 [including, by award, recognition or exemption those required to enter programme year 3 for the degree programme for which they are currently registered]; *or*
from programme year 2 to Designated programme year 3 unless they have accumulated, by award or recognition, at least 210 credit points at levels 1 and 2 [including, by award, recognition or exemption those required to enter programme year 3 for the degree programme for which they are currently registered]; *or*
 - (c) from programme year 3 to Honours programme year 4 unless they have accumulated, by award or recognition, at least 360 credit points at Levels 1, 2 and 3 [including by award, recognition or exemption those required to enter programme year 4 for the degree programme for which they are currently registered].

from programme year 3 to Designated programme year 4 unless they have accumulated, by award of recognition, at least 330 credit points at Levels 1, 2 and 3 [including by award, recognition or exemption those required to enter programme year 4 for the degree programme for which they are currently registered].

- (d) from programme year 3 to Designated programme year 4 unless they have accumulated, by award of recognition, at least 330 credit points at Levels 1, 2 and 3 [including by award, recognition or exemption those required to enter programme year 4 for the degree programme for which they are currently registered].
5. Candidates for the Degree of MA (Honours) Education must successfully achieve 480 credit points and the completion of all prescribed elements, as listed in the programme prescription, to be awarded the Degree. Candidates who have failed to achieve the standard for the award of the Degree with Honours, but who have passed all required elements for the Degree as contained in the programme prescription, may be awarded the Designated Degree of MA in Education. The Designated Degree of MA in Education is recognised as a qualification which entitles the holder to be provisionally registered with the General Teaching Council for Scotland. Candidates on the Designated Degree who have been deemed by the School to have fulfilled the requirements for an Honours classification may be awarded an Honours degree.
 6. Candidates whose performance is judged to be unsatisfactory during Placement component 2 at Level 3 will normally be allowed to take a further resit placement in May/June. Candidates who fail to successfully complete Placement component 2 in Level 3, but who have successfully completed all other required elements of the programme and have achieved at least 360 credit points including 60 credit points at level 3, will normally be required to transfer to the Degree of MA (Educational Studies) and complete studies on that programme
 7. Candidates who fail to successfully complete the Level 4 placement component 1 and 2, but who have satisfactorily completed all other required elements of the programme, and have achieved at least 360 credit points including 60 credit points at Level 3, will normally be recommended for the award of Degree of MA (Educational Studies).
 8. (i) Candidates on the Master of Arts in Education programme whose performance is judged to be unsatisfactory during School Experience 1, as detailed in the programme prescription, may be allowed to progress and make good any unsatisfactory performance in School Experience 2. If performance is judged to be satisfactory in School Experience 2, credit will be awarded for School Experience 1.

(ii) Candidates whose performance is judged to be unsatisfactory in School Experience 2, as detailed in the programme prescription, and whose performance was judged to be satisfactory in School Experience 1, will normally be given the opportunity to repeat that period of School Experience with the permission of the Senatus Academicus.'
 9. Except with the permission of the Senatus Academicus candidates for the Degree of MA (Honours) Education who either:
 - (a) have failed to complete the requirements for this degree within five calendar years of the date of their first matriculation for this degree, or
 - (b) can no longer do so (e.g. are deemed unfit to practise) or:
 - (c) have indicated in writing to the Senatus Academicus that they no longer wish to pursue a curriculum leading to the degree of MA but who (in each case) have obtained not fewer than 360 credit points towards the degree including at least 60 credit points at Level 3 may, on application, be awarded the Degree of MA (Educational Studies)
 10. The Degree of MA (Educational Studies) is not recognised as a qualification which entitles its holder to be provisionally registered with the General Teaching Council for Scotland.
 11. In terms of General Regulations 6 and 8, the function of the Head of School shall be exercised by the Programme Director.
 12. Notwithstanding General Regulation 7, the validity of the Class Certificate for any period of School Experience shall be limited to the academic year in which it is awarded.
 13. Candidates who accrue two or more absences from ten workshop attendances may have their Class Certificate withheld. This would prevent candidates from completing their course.
 14. Candidates who are absent for five days or more during a block of School Experience placement may be required to undertake a further period of School Experience or re-sit placement and assessment.
 15. Any health, conduct, behaviour or other issue that could bear on a candidate's suitability or fitness to practise teaching will be considered by the Fitness to Practise Committee. However, where such a case relates to academic conduct within the Code of Practice on Student Discipline, it may be referred to the Fitness to Practise Committee only after procedures under that Code are exhausted and an allegation has been admitted or found to be proved. The Senatus Academicus, on the recommendation of the Fitness to Practise Committee, may suspend or terminate the studies of candidates for Degree Programmes in Education who, following a proper process of investigation, are judged not "fit to practise". In exceptional circumstances only, the University may suspend the matriculation of, or exclude from specified activities of the University,

candidates whose case has been referred to the Fitness to Practise Committee pending consideration of their case. In all cases, any such suspension or exclusion shall be subject to the procedures detailed in the University's Code of Practice on Student Discipline, as these are prescribed by any resolution of the University Court in force at the relevant time.

Supplementary Regulations for the Degree of Bachelor of Music (BMus)

1. The Degree of Bachelor of Music (BMus) may be conferred as a Designated Degree of BMus or as BMus with Honours, or a Designated Degree of BMus (Education) or BMus with Honours (Education), or Designated Degree of BMus (Music and Communities) or BMus with Honours (Music and Communities). Candidates for the Degree with Honours who have completed satisfactorily a programme accredited by the General Teaching Council for Scotland shall be awarded the Degree of BMus with Honours (Education).
2. Before being admitted to the Honours programme (levels 3 and 4) leading to the degree of BMus with Honours (Education) or BMus with Honours (Music and Communities), all candidates must, in addition to satisfying any academic requirements for admission, satisfactorily complete a Protection of Vulnerable Groups (PVG) check, and would also normally be required to attend for interview and practical examination mid-way through the second year of study.
3. The programme of study leading to the degree of BMus with Honours (Education), which is accredited by the General Teaching Council for Scotland, shall be as approved by the Senatus Academicus and is contained in the programme prescription appended. The Honours programme for the degree comprises programme years 3 and 4.
4. Except with the permission of the Senatus Academicus or where Regulation 17.1 applies candidates may not progress
 - (a) from programme year 1 to programme year 2 unless they have accumulated, by award or recognition, at least 90 credit points at level 1 [including, by award, recognition or exemption, those required to enter programme year 2 for the degree programme for which they are currently registered]; or
 - (b) from programme year 2 to programme year 3 unless they have accumulated, by award or recognition, at least 240 credit points at levels 1 and 2 [including, by award, recognition or exemption those required to enter programme year 3 for the degree programme for which they are currently registered]; or
 - (c) from programme year 3 to programme year 4 unless they have accumulated, by award of recognition, at least 360 credit points at Levels 1, 2 and 3 [including by award, recognition or exemption those required to enter programme year 4 for the degree programme for which they are currently registered].
5. The Senatus Academicus may require candidates on the BMus with Honours (Education) or BMus with Honours (Music and Communities) programme to discontinue attendance on courses in the programme if they fail any period of School Experience or any period of Community Placement on a second occasion. Candidates who have obtained no fewer than 360 credit points towards the degree, including at least 90 credit points at Level 3 may, on application, be awarded the Designated Degree of BMus, BMus (Education) or BMus (Music and Communities).
6. Notwithstanding General Regulation 7, the validity of the class certificate for any period of School Experience or any period of Community Placement shall be limited to the academic year in which it is awarded.
7. Any health, conduct, behaviour or other issue that could bear on a candidate's suitability or fitness to practice teaching will be considered by the Fitness to Practice Committee. However, where such a case relates to academic misconduct within the Code of Practice on Student Discipline, it may be referred to the Fitness to Practice Committee only after procedures under that Code are exhausted and an allegation has been admitted or found to be proved. The Senatus Academicus, on the recommendation of the Fitness to Practice Committee, may suspend or terminate the studies of candidates for Degree Programmes in Education who, following a proper process of investigation, are judged not "fit to practice". In exceptional circumstances only, the University may suspend the matriculation of, or exclude from specified activities of the University, candidates whose case has been referred to the Fitness to Practice Committee pending consideration of their case. In all cases, any such suspension or exclusion shall be subject to the procedures detailed in the University's Code of Practice on Student Discipline, as these are prescribed by any resolution of the University Court in force at the relevant time.
8. Candidates for the Degree of BMus with Honours, BMus with Honours (Education) or BMus (Music and Communities) who either:
 - (a) have failed to complete the requirements for this degree within five calendar years of the date of their first matriculation for this degree, or;
 - (b) can no longer do so (e.g. are deemed unfit to practice) or;

(c) have indicated in writing to the Senatus Academicus that they no longer wish to pursue a curriculum leading to the degree of BMus with Honours, BMus with Honours (Education) or BMus with Honours (Music and Communities) but who (in each case) have obtained no fewer than 360 credit points towards the degree including at least 90 credit points at Level 3 may, on application, be awarded the Designated Degree of BMus, BMus (Education) or BMus (Music and Communities).

9. Candidates awarded a Designated degree after pursuing a course of study in Music Education will not be eligible for provisional registration with the General Teaching Council for Scotland (GTCS).

Supplementary Regulations for the Degree of Bachelor of Arts (BA) in the Field of Professional Studies in Education

The Degree of Bachelor of Arts (BA) in the Field of Professional Studies in Education shall be conferred as either the Degree of Bachelor of Arts or as the Degree of Bachelor of Arts with Honours.

Two programmes are offered: Childhood Practice, Professional Development. Within these programmes the following awards are available:

Childhood Practice

BA (Honours) in Childhood Practice
BA in Childhood Practice
Diploma of Higher Education in Childhood Practice
Certificate of Higher Education in Childhood Practice

Professional Development

BA in Professional Development
Diploma of Higher Education in Professional Development
Certificate in Adult and Community
Teaching Qualification (Further Education)

1. The programme of study leading to the degree shall be as approved by the Senatus Academicus and is contained in the programme prescription. The Honours programme for the degree comprises programme years 3 and 4.
2. Before being admitted to the programme leading to the degree, all candidates must, in addition to satisfying any academic requirements for admission, satisfactorily complete a Protection of Vulnerable Groups (PVG) check, and may be required to attend for interview.
3. Candidates on the Degree of Bachelor of Arts with Honours (BA) must satisfactorily complete all prescribed degree assessments, as listed in the programme prescription, and achieve a minimum of 480 credit points, in order to be awarded the degree. Candidates who have failed to achieve the standard for the award of the Degree with Honours, but who have passed all required elements for the degree as contained in the programme prescription, may be awarded the Degree of Bachelor of Arts.
4. In terms of General Regulations 1, 3 and 9.1, the requirements for the award of a Class Certificate, for award of a degree, and the timing of prescribed degree assessments, shall normally be no more than 5 years, to a programme which does not require attendance. The exception is the Teaching Qualification (Further Education) where the class certificate would be valid for a maximum of 3 years.
5. In terms of General Regulations 6 and 8, the function of the Head of School shall be exercised by the relevant Programme Director (or nominee).
6. In terms of General Regulation 14, exemptions and recognitions may include the Accreditation of Prior Experiential Learning (APEL).
7. Candidates studying the Teaching Qualification (Further Education) who fail any period of Practice on a second occasion may be required to discontinue attendance on courses.
8. Candidates for the Teaching Qualification (Further Education) must achieve two satisfactory observations. A maximum of three opportunities will be granted. If two satisfactory observations have not been achieved the student will be deemed to have failed the practice element of the course and cannot complete the qualification.

General Regulations For Taught Postgraduate Awards

DEFINITIONS OF POSTGRADUATE AWARDS

1. Taught programmes of study at postgraduate level may lead, as appropriate, to the award of an advanced Certificate or Diploma (based on satisfactory completion of a prescribed programme of study at levels 1 to 4), a Postgraduate Certificate (based on accumulation of not less than 60 credit points including at least 40 at level 5), a Postgraduate Diploma (based on accumulation of not less than 120 credit points including at least 90 at level 5), or an appropriate Master's Degree (based on accumulation of not less than 180 credit points including at least 150 at level 5, normally including a dissertation or individual research project). The requirements for the award of a Postgraduate Certificate, Postgraduate Diploma or Master's Degree are considered to be equivalent to periods of 15, 30 or 45 weeks of full-time study and assessment, respectively. To be awarded a qualification, candidates must also attain such level of performance in each course which is part of a programme, and in a programme overall, as Senatus Academicus may specify in the Calendar Entry for that programme. For the purpose of this and of succeeding regulations, the terms 'course', 'credit point', and 'programme' shall have the meaning attached to the terms 'course', 'credit point' and 'degree programme', respectively, in the General Regulations for First Degrees. The University also awards a Postgraduate Certificate in Research Methods, a Postgraduate Diploma in Research Methods, and the Degree of Master of Research under the provisions of General Regulation 7 for Research Degrees. In the case of advanced Certificates and Diplomas, which are based wholly on courses below level 5 (Postgraduate), the powers accorded in Regulations 1 to 5 to Senatus Academicus or to Graduate School Officers shall be exercised by Senatus Academicus; and Regulations 7 to 11 shall not apply.

ADMISSION REQUIREMENTS

2. Before being admitted to a taught postgraduate programme candidates must possess one of the following sets of qualifications in an appropriate discipline:
 - (a) either (i) a degree, at second class honours or above, of a University in the United Kingdom or the Republic of Ireland; or (ii) a degree of a university or college elsewhere recognised for the purposes of this Regulation by Senatus Academicus; or
 - (b) for entry to an advanced Certificate or Diploma, a recognised first diploma or undergraduate certificate in an appropriate discipline, based on a 2-year programme of full-time education, combined with a subsequent minimum of 1 year's relevant work experience in employment, technology or education; or
 - (c) such other qualifications and/or experience as in the opinion of the relevant Graduate School Officer on the recommendation of the Head(s) of the School(s) concerned afford sufficient evidence of their ability to profit from the course they propose to pursue.

Students must in addition comply with such more specific requirements as are prescribed by Senatus Academicus in respect of the programme which they wish to pursue.

PROGRAMME REQUIREMENTS

3. The specific entrance requirements, syllabus and method of assessment for each taught postgraduate programme, and for all postgraduate courses at level 5, shall be prescribed by Senatus Academicus, which may also specify the maximum and/or minimum duration of any programme. Candidates must comply with any supplementary requirements of the programme and courses for which they are registered. Candidates may not normally include in a taught postgraduate programme material which has formed part of a programme previously taken by them at undergraduate level. The courses at level 5 (Postgraduate) which are part of a programme shall each be assessed either by course work, by written examination or by a combination of these, as Senatus Academicus shall prescribe. A summative examination covering the whole programme, and oral examination, may also be required. Unless otherwise specified, programmes must be pursued entirely in the University of Aberdeen or in such other institutions as the Senatus Academicus on the recommendation of Senatus Academicus has designated for this purpose. Students may not normally be admitted to a course after two weeks of teaching for that course has been completed, although some Schools may set earlier limits where in their academic judgement this is desirable.

FULL AND PART-TIME STUDY

4. All candidates from the outset of their programme shall be registered as undertaking either full-time or part-time study, and shall normally be permitted to complete their degree programme by that mode of study, unless Senatus Academicus has agreed that a particular programme may be undertaken by full-time study only. Any change in the terms of such registration may only be made with the permission of Senatus Academicus. Candidates registered for part-time study may not:
 - (a) if currently registered for a Postgraduate Certificate, enroll for more than 40 credit points in any half-session;
 - (b) if currently registered for a Postgraduate Diploma, enroll for more than 80 credit points in any academic year, nor more than 50 credit points in any half-session;
 - (c) if currently registered for a Master's degree, enroll for more than 120 credit points in any 12-month period, nor more than 60 credit points in any half-session.

Except with the permission of Head of the relevant School, any period of part-time study must normally be continuous and not exceed three times the period of study permitted for completion of that or an equivalent taught programme (or that part of it being undertaken by part-time study) as a full-time candidate. Except with the permission of Senatus Academicus, full-time candidates may not register for more than 90 credit points in any half-session. The requirements of this Regulation shall apply also to students registered for courses at taught postgraduate level who are not registered for an award of the University. All full-time candidates must be registered for a minimum of 30 Credit points in each half-session.

Notes:

- (1) For students enrolled on programmes which include a requirement for study during the Summer Vacation, that period counts for the purposes of this and other Regulations as a half-session.
- (2) In-Service Education and other courses with a flexible start date are classified for the purpose of this and other Regulations as having been enrolled for the half-session in which a candidate commences to study on them.

CLASS CERTIFICATES

5. A Class Certificate is confirmation that a candidate has attended and duly performed the work prescribed for a course. The validity of a class certificate as an entitlement to admission to an end of course assessment shall be limited to the academic year in respect of which it is awarded and to the academic year immediately following. Notwithstanding this definition, a student who has been validly registered by their programme coordinator for a course, and who has not withdrawn from the course before the last day of teaching (or been deemed to have withdrawn, in accordance with Regulation 6, or to have had their class certificate refused), is regarded as having obtained a Class Certificate for that course automatically. There is no actual physical certificate.
6. **Validity of Class Certificates:** Except with the permission of Senatus Academicus, candidates shall not be permitted to present themselves for an end of course assessment in any course unless they have obtained a class certificate. Unless good cause is demonstrated, students absent who have not duly performed the work prescribed for the course (e.g. absent from classes for period of time that the School has determined) will not be able to demonstrate achievement of the learning outcomes for the courses concerned. Such students will be refused a Class Certificate. Students not granted a class certificate under these circumstances will be barred from appearing for the initial or subsequent end-of-course assessments or receiving credit for the course. It shall be for Senatus Academicus to determine what constitutes good cause for absence.

LIMITS TO CREDIT TRANSFER

7. The appropriate Graduate School Officer may, on the recommendation of the relevant course organiser, recognise as qualifying towards an award, or as exempting from part of the requirement for an award, attendance and/or qualifications gained before entry, providing that (a) candidates shall not be eligible for the award of any Postgraduate Certificate in the discipline of Education unless they have obtained a minimum of 30 credit points at level 5 obtained while registered for that award in the University of Aberdeen; (b) candidates shall not be eligible for the award of the Postgraduate Certificate in Health Economics (by distance learning) unless they have attained a minimum of 45 credits at level 5 obtained while registered for that award in the University of Aberdeen; (c) candidates shall not be eligible for the award of a Postgraduate Certificate in any other discipline, or any Postgraduate Diploma or Master's Degree, unless they have obtained a minimum of 60 credit points at level 5 obtained while registered for that award at the University of Aberdeen; (d) no more than 60 credit points at level 5 may be counted as common to the award of two different Master's degrees and/or diplomas at the University of Aberdeen.

TERMINATIONS

8. Senatus Academicus shall have the power to terminate at any time a person's candidature, whether on the recommendation of the relevant Head of School or Programme Coordinator or otherwise, on being satisfied that there is sufficient reason to do so.

INTERNAL AND EXTERNAL EXAMINERS

9. The examiners for each taught postgraduate award shall be the Professors, Readers and Lecturers in the University whose courses qualify for that award together with such external examiners as the University Court may appoint. Where a programme is delivered in whole or in part by the staff of another institution, the staff of that institution may also act as internal examiners.

RE-SUBMISSIONS & MISSED ASSESSMENTS

10. Candidates who fail to complete satisfactorily a prescribed assessment on account of illness or other good cause at the time prescribed shall be required to submit themselves for assessment at the next available opportunity, and shall be permitted to count the result of that assessment towards progression and programme award.
11. Candidates who fail a course at the time prescribed shall be required to resit. If the failure is the result of absence or non-submission for any other cause, the candidate shall be awarded a grade of G3 for the assessment concerned and will also be required to resit.

In no circumstances shall any candidate be permitted to resit a course more than twice. Resits are not permitted for the project/dissertation. If a candidate fails the project/dissertation then they will not normally be allowed a further opportunity for reassessment. The maximum resit grade that can be awarded is D3.

12. In order to be eligible to take a resit, a candidate must hold a valid class certificate. The validity of a class certificate is limited to the academic year in which it is awarded and to the academic year immediately following.
13. In exceptional circumstances, at the recommendation of the exam board, an external examiner may confirm at the exam board meeting the award of a Masters to a student notwithstanding a marginal fail in up to 30 credits. Should the external examiner confirm the award of a Masters the student will be awarded up to 30 Level 3 credits to bring the total number of credits to 180. This may only be considered if **all** of the following apply:
 - (a) The student must have gained passes in courses amounting to 150 credits at Level 11
 - (b) The student must have a grade point average equivalent of at least C3
 - (c) The student must have either had MC or GC in their first opportunity to sit the course and marginally failed the resit first attempt or have marginally failed their first attempt at the course and had MC or GC for the resit diet. The next available opportunity for the student to resit the course is not until the next academic year following completion of the programme. A marginal fail is called as a grade of either E1, E2, or E3.

A student who meets all the above will not automatically be awarded with an MSc. This decision rests with the exam board and external examiner and is at their discretion. When determining whether to confirm the recommendation, the External examiner may seek further evidence of the student's general performance including, if considered appropriate, a viva with the student.

The above is also applicable to the award of a Postgraduate Diploma or Postgraduate Certificate. In the case of a Postgraduate Certificate, only 20 Level 3 credits can be awarded.

SUBMISSION OF DISSERTATIONS

15. Dissertations must be submitted at a date and time determined by the Head of the relevant School, normally not later than the end of the final calendar month of a candidate's registration. They may be submitted later in individual cases, specifically approved by the Head of the relevant School: but in no case may the date of submission be later than the end of the ninth month following the end of a candidate's registration.

COMMENDATIONS & DISTINCTIONS

16. Advanced Diplomas, Postgraduate Diplomas and taught Master's degrees may be awarded with Commendation or Distinction, on the recommendation of the examiners concerned.

REQUIREMENTS FOR GRADUATION

17. The degree shall not be conferred on candidates unless:
 - (a) they have completed the requirements specified under Regulation 1;
 - (b) they have paid the fees required.

Supplementary Regulations for the Professional Graduate Diploma in Education (PGDE)

1. The Professional Graduate Diploma in Education (PGDE) of the University of Aberdeen, is awarded on successful completion of a one year (36 weeks) full-time programme (or the equivalent for part-time programmes) and is accredited by the General Teaching Council for Scotland (GTCS).
2. The Professional Graduate Diploma in Education may be conferred in either Primary or Secondary Education. The Secondary route may be completed with designation in a cognate subject or a combination of two cognate subjects as listed in annex A.
3. Before being admitted to the Professional Graduate Diploma in Education programme, all candidates must, in addition to satisfying any academic requirements for admission, satisfactorily complete a Protection of Vulnerable Groups (PVG) check, and would also normally be required to attend for interview.
4. Candidates on the Professional Graduate Diploma in Education must satisfactorily complete all prescribed diploma assessments, as listed in the programme prescription, and achieve a minimum of 120 credit points, in order to be awarded the Diploma.
5. The programme of study leading to the Diploma, which is accredited by the General Teaching Council for Scotland, shall be as approved by the Senatus Academicus and is contained in the programme prescription.
6. The assessment for each course within the Diploma shall be determined by the Senatus Academicus. In terms of Regulation 6 of the General Regulations for Taught Postgraduate Awards, the examiners in respect of periods of School Experience will normally include designated staff of the schools concerned.

7. With the exception of School Experience, where the provisions of Regulation 8 shall apply, candidates will normally be permitted a maximum of two opportunities of assessment to complete any element of prescribed summative assessment. Candidates must have completed all elements of assessment by the end of the academic year in which they are registered.
8. (i) Candidates on the Professional Graduate Diploma in Education programme whose performance is judged to be unsatisfactory during School Experience 1, as detailed in the programme prescription, may be allowed to progress and make good any unsatisfactory performance in School Experience 2. If performance is judged to be satisfactory in School Experience 2, credit will be awarded for School Experience 1.

(ii) Candidates whose performance is judged to be unsatisfactory in School Experience 2, as detailed in the programme prescription, and whose performance was judged to be satisfactory in School Experience 1, will normally be given the opportunity to repeat that period of School Experience with the permission of the Senatus Academicus.

(iii) Candidates whose performance is judged to be unsatisfactory in both School Experience 1 and School Experience 2 will normally be recommended for termination of their candidature.
9. Candidates who accrue two or more absences from ten workshop attendances may have their Class Certificate withheld. This would prevent candidates from completing their course.
10. Candidates who are absent for five days or more during a block of School Experience placement (School Experience 1 [includes Orientation; 1A, and 1B] or School Experience 2 [includes 2A and 2B]) may be required to undertake a further period of School Experience.
11. Candidates who have failed the PGDE Programme, or a different Programme of Initial Teacher Education at the University of Aberdeen or elsewhere, or withdraw whilst making unsatisfactory progress, will not be allowed to reapply within three years. If reapplying candidates must provide evidence prior to interview that they have taken action to address previously unsatisfactory performance, prior to interview.
12. Candidates who have suspended their studies must have their conditions of readmission agreed by the Programme Director at the time of suspension.
13. Any health, conduct, behaviour, or other issue, that could bear on a candidate's suitability or fitness to practice teaching will be considered by the Fitness to Practice Committee. However, where such a case relates to academic conduct within the Code of Practice on Student Discipline, it may be referred to the Fitness to Practice Committee only after procedures under that Code are exhausted and an allegation has been admitted or found to be proved. The Senatus Academicus, on the recommendation of the Fitness to Practice Committee, may suspend or terminate the studies of candidates for Degree Programmes in Education who, following a proper process of investigation, are judged not 'fit to practice'. In exceptional circumstances only, the University, may suspend the matriculation of, or exclude from specified activities of the University, candidates whose case has been referred to the Fitness to Practice Committee, pending consideration of their case. In all cases, any such suspension or exclusion shall be subject to the procedures detailed in the University's Code of Practice on Student Discipline, as these are prescribed by any resolution of the University Court in force at the relevant time.

Supplementary Regulations for the Professional Graduate Diploma in Education (Adult Literacies)

1. The Professional Graduate Diploma in Education (Adult Literacies) of the University of Aberdeen is awarded on successful completion of a part-time programme of professional training within the School of Education. It aims to develop the knowledge, skills and attitudes of literacies tutors to meet the standard articulated in the Benchmark Statements for the Teaching Qualification: Adult Literacies (Learning Connections & QAA, 2005).
2. The programme of study leading to the Diploma shall be as approved by the Senatus Academicus and is contained in the programme prescription.
3. Candidates on the PGDE (Adult Literacies) must satisfactorily complete all prescribed degree assessments, as listed in the programme prescription, and achieve a minimum of 120 credit points, in order to be awarded the Diploma.
4. The Diploma shall be available on the basis of part-time study only. 50% of the course will involve work-based learning with the remainder of study time divided between learning center work in groups and participating in the virtual learning environment (distance learning).

5. The total study time for the programme should be not less than two academic years and not more than five academic years of part-time study.
6. Candidates will normally be permitted a maximum of two opportunities of assessment to complete any element of prescribed summative assessment.
7. The Senatus Academicus shall have the power to terminate at any time a person's candidature, whether on the recommendation of the Head of School or otherwise, if, during the academic year they fail to perform satisfactorily the required work of the course for which they are registered, or if a candidate demonstrates behaviour deemed to be unethical or unprofessional in teaching. In the latter the candidate may be required to withdraw from the programme without the opportunity for resubmission.
8. In terms of General Regulation 4 for Postgraduate Taught Awards, exemptions and recognitions may include the Accreditation of Prior Experiential Learning (APEL).