

**Validated Programme Specification Document  
FdA Law and Legal Practice**

|     |   |   |
|-----|---|---|
| 1.  | <b>Awarding Institution/Body</b>                      | University of Bolton  |
| 2.  | <b>Teaching Institution</b>                           | Bradford College  |
| 3.  | <b>Delivery Location(s)</b>                           | Bradford College, Lister Building   |
| 4.  | <b>Programme Externally Accredited by (e.g. PSRB)</b> | Joint Academic Standards Board of the Solicitors Regulation Authority and Bar Standards Board.  |
| 5.  | <b>Award Title(s)</b>                                 | FdA Law and Legal Practice  |
| 6.  | <b>FHEQ Level</b>                                     | 5   |
| 7.  | <b>Bologna Cycle</b>                                  | Short cycle (within or linked to the first cycle)<br><br>“Foundation Degrees do not ... represent an end of first cycle higher education qualification in terms of the Bologna declaration; further study and assessments are required to complete the first cycle, which in England, Wales and Northern Ireland is typically represented by the award of a bachelor degree with honours”. - Foundation Degree qualification benchmark May 2010.<br>Successful Foundation Degree in Law and Legal Practice students may join the LLB (Hons) at level 5 and with the two additional years of study (level 5 and 6) satisfy the Bologna process at – 6. First cycle (end of cycle) qualifications |
| 8.  | <b>JACS Code and JACS Description</b>                 | MM12 FdA/L&LP.<br>FdA Law and Legal Practice  |
| 9.  | <b>Mode of Attendance</b>                             | Full and part-time.   |
| 10. | <b>Relevant QAA Subject Benchmarking Group(s)</b>     | Foundation Degrees<br><br><a href="http://www.qaa.ac.uk/Publications/InformationAndGuidance/Pages/Foundation-Degree-qualification-benchmark-May-2010.aspx">http://www.qaa.ac.uk/Publications/InformationAndGuidance/Pages/Foundation-Degree-qualification-benchmark-May-2010.aspx</a><br><br>Law<br><br><a href="https://www.qaa.ac.uk/academicinfrastructure/benchmark/stateme">https://www.qaa.ac.uk/academicinfrastructure/benchmark/stateme</a>   |

|            |  |  |
|------------|--|--|
|            |  | <a href="#">nts/Law07.asp</a>  |
| <b>11.</b> | <b>Relevant Additional External Reference Points</b> | <p>Joint Academic Standards Board of the Solicitors Regulation Authority and Bar Council Guidelines.</p> <p><a href="http://www.sra.org.uk/students/academic-stage.page">http://www.sra.org.uk/students/academic-stage.page</a></p>  |
| <b>12.</b> | <b>Date of Approval/ Revision</b>                    | January 2017   |
| <b>13.</b> | <b>Criteria for Admission to the Programme</b>       | <p>Standard applicants should normally have a minimum of five passes in GCSE subjects at Grade C or above, A Levels or the equivalent, such as, BTEC, GNVQ Advanced amounting to 100-120 UCAS points, or successful completion of an accredited Access to Higher Education Course.</p> <p>Non-standard applicants will be required to produce evidence of their ability to study at the Higher Education level. Short courses and relevant work experience may be taken into account. Non-standard applicants may be interviewed and may be required to complete a piece of written work as part of their application.</p> <p>The programme actively supports claims for Recognition of Prior Learning (RPL) and Recognition of Prior Experiential Learning (RPEL). Students should consult the admissions tutor if they wish to claim such.</p> <p>International applicants are additionally required to achieve a specified level on IELTS or equivalent. Please consult Registrar Services for details.</p>   |
| <b>14.</b> | <b>Educational Aims of the Programme</b>             | <p>The overall aims of the programme are to:</p> <ul style="list-style-type: none"> <li>• Provide integrate academic and work-based learning through close collaboration with employers.</li> <li>• Equip learners with the skills and knowledge relevant to their employment, so satisfying the needs of employees and employers.</li> <li>• Provide pathways for lifelong learning and the opportunity to progress to other qualifications including the LLB (Hons) and professional qualifications.</li> <li>• Accommodate the learning needs of different types of students.</li> <li>• Develop students` understanding of English law and the English legal system.</li> <li>• Develop a students` ability to conduct legal research, apply legal rules and solve problems.</li> <li>• Develop a variety of transferable skills including written and oral communication in English, Information Technology skills, the ability to learn actively and independently and to work with others in a professional setting.</li> <li>• Comply with and satisfy the Joint Academic Standards Board of the Solicitors Regulation Authority and Bar Council requirements for the academic stage of training.</li> </ul> |
| <b>15.</b> | <b>Learning Outcomes</b>                             | The programme will enable students to develop the knowledge and skills listed below.   |

Intended learning outcomes are identified for each category, together with the key teaching and assessment methods that will be used to achieve and assess the learning outcomes.

- (1) QAA Subject benchmark.
- (2) Professional Body Guidelines.
- (3) QAA FD benchmarks.

Upon completion of the programme students will be able to:

### **Knowledge and Understanding**

|           |   |
|-----------|---|
| <b>K1</b> | Critical understanding the well-established principles of law and the way in which those principles have developed (3)  |
| <b>K2</b> | Exhibit a critical understanding of the limits of their legal knowledge, and how this influences analysis and interpretations based on that knowledge in their field of study and in a work context.. (3) |
| <b>K3</b> | Thoroughly understand the English legal system and its operation (1)(2)   |
| <b>K4</b> | Evidence appropriate levels of understanding of core legal subject areas (2)  |
| <b>K5</b> | Critically review knowledge of a particular area of law in its relevant social, or political, or business context. (2)  |
| <b>K6</b> | Utilise the main methods of enquiry in law and evaluate critically the appropriateness of different approaches to solving problems in law and apply these in a legal work context (3)                     |

### **Cognitive/Intellectual Skills**

|           |  |
|-----------|--|
| <b>C1</b> | Use a range of established techniques to initiate and undertake critical analysis of information and to propose solutions to legal problems arising from that analysis in the field of study and in a work context (1) (3).                    |
| <b>C2</b> | Effectively communicate legal information, arguments, and analysis, in a variety of forms, to specialist and non-specialist audiences, and deploy key techniques of the discipline effectively in the field of study and in a work context (3) |
| <b>C3</b> | Develop existing legal skills and acquire new competences that will enable students to assume responsibility within organisations (3)  |
| <b>C4</b> | Understand the technical language and professional practices of law (1)  |
| <b>C5</b> | Identify legal issues and choose appropriate tools/methods for their resolution by researching law using a variety of legal sources (1)  |
| <b>C6</b> | Use legal terminology confidently, effectively and appropriately (1) (2)   |
| <b>C7</b> | Exercise essential legal skills enhanced by knowledge of the legal and business environment. These skills include the ability to communicate and absorb information, and to collect, select and interpret relevant data and information (1)    |

### **Practical/Professional Skills**

|           |   |
|-----------|---|
| <b>P1</b> | Successfully apply, in the workplace, the range of legal knowledge and skills learnt throughout the programme (3)   |
| <b>P2</b> | Apply underlying legal concepts and principles outside the context in which they were first studied, and demonstrate the application of those principles in a work context (3)        |
| <b>P3</b> | Understand the key elements and general principles of; 1) Public Law including Constitutional Law, Administrative Law and Human Rights. 2) Criminal Law 3) Obligations – Contract (2) |

### **Key Transferable Skills**

|           |  |
|-----------|--|
| <b>T1</b> | Identify and utilise opportunities for lifelong learning in law. (3) |
|-----------|--|

|            |  |
|------------|--|
| <b>T2</b>  | Adopt a range of roles within a team and contribute to the effective working of the team as well as working independently. (1) (3)   |
| <b>T3</b>  | Manage own time, and reflect on past time management challenges, to improve the ability to meet deadlines.   |
| <b>T4</b>  | Respond in a variety of ways to changing legal contexts through problem solving.   |
| <b>T5</b>  | Locate, extract and analyse data from multiple legal sources, including the acknowledgement and referencing of those sources. (1) (2) (3)  |
| <b>T6</b>  | Use numeracy skills relevant to lawyers at an appropriate level. (1) (3)   |
| <b>T7</b>  | Apply skills in the use of communications and a range of information technology systems/software (C&IT) appropriate to law in acquiring, analysing and communicating legal information. (1) (2) (3)  |
| <b>T8</b>  | Communicate confidently and effectively legal ideas and concepts both verbally and in written work using the English Language. (1) (2) (3)   |
| <b>T9</b>  | Work autonomously, reflecting on own learning and seeking and making use of feedback (1) (3)   |
| <b>16.</b> | <p><b>Key Learning &amp; Teaching Methods</b></p> <p>The programme employs a blended learning pedagogy where attendance in lectures, workshops and seminars is supported by a comprehensive e-learning portal, Moodle.</p> <p>Lectures will be interactive with question and answer sessions and other forms of student involvement. Workshops are designed to enhance individual learning in relation to a common end task (the set seminar task(s)) which will then be explored in further detail with the tutor in the seminar.</p> <p>The individualised workshops may have students practicing timed essays, whilst others are involved in peer discussion and support or do last minute preparation or view resources on the learning portal or even test their knowledge with multiple choice questions (MCQs). In the workshop, the onus is on the student to identify their learning requirements.</p> <p>FdA Law and Legal Practice students benefit from additional seminar time (in comparison to degree students) on the writing and research skills development modules of English Legal Process 1 and English Legal Process 2. This will ensure that they develop their skills sufficiently from their entry level through level 4 and have the abilities to satisfy the rigorous requirements of studying at level 4 and beyond.</p> |
| <b>17.</b> | <p><b>Key Assessment Methods</b></p> <p>The programme employs a plurality of summative assessment methods including, assignments, examinations, presentations, and reflective diary assessment. This plurality of assessment ensures that students graduate with the skills and abilities required in employment such as the ability to work under pressure and within short time constraints (examinations) and the ability to address a large audience (presentations). The programme will develop communication skills e.g. in writing (assignments/portfolios) and communicating verbally (presentations). This knowledge and these skills are designed to be transferable to a variety of careers, whether such is within the legal professions or another realm such as business or public service. The assessments will prepare students for further study at level 5 and onto level 6.</p>   |

|            |   |                                       |                |               |                               |                                   |
|------------|---|---------------------------------------|----------------|---------------|-------------------------------|-----------------------------------|
| <b>18.</b> | <b>Programme Modules</b>  |                                       |                |               |                               |                                   |
|            | <i>QLD = For progression onto a Qualifying Law Degree recognised by the Solicitors Regulation Authority and Bar Council. **</i> |                                       |                |               |                               |                                   |
|            | <b>Level 4</b>  |                                       |                |               |                               |                                   |
|            | <i>Code</i>   | <i>Title</i>                          | <i>Credits</i> | <i>Status</i> | <i>Non-Compensatable</i>      | <i>Compensatable</i>              |
|            | BDN1FDCON1  | FD Contract Law (QLD Core)            | 20             | compulsory    | For progression onto a QLD ** | For progression onto a non-QLD.** |
|            | BDN1FDCRI1  | FD Criminal Law (QLD Core)            | 20             | compulsory    | For progression onto a QLD ** | For progression onto a non-QLD.** |
|            | BDN1FDELP1  | FD English Legal Process 1            | 20             | compulsory    |                               | Yes                               |
|            | BDN1FDELP2  | FD English Legal Process 2 (QLD Core) | 20             | compulsory    | For progression onto a QLD ** | For progression onto a non-QLD.** |
|            | BDN1FDPUB1  | FD Public Law 1 (QLD Core)            | 20             | compulsory    | For progression onto a QLD ** | For progression onto a non-QLD.** |
|            | BDN1FDPUB2  | FD Public Law 2 (QLD Core)            | 20             | compulsory    | For progression onto a QLD ** | For progression onto a non-QLD.** |
|            | <b>Level 5</b>  |                                       |                |               |                               |                                   |
|            | BDN2FDWP1   | FD Work Placement - The Individual    | 20             | compulsory    |                               | Yes                               |
|            | BDN2FDWP2   | FD Work Placement - The Organisation  | 20             | compulsory    |                               | Yes                               |
|            | BDN2FDFAM   | FD Family Law & Practice              | 20             | compulsory    |                               | Yes                               |
| BDN2FDPRP  | FD Aspects of Property Law  | 20                                    | compulsory     |               | Yes                           |                                   |
| BDN2FDLIT  | FD Litigation   | 20                                    | compulsory     |               | Yes                           |                                   |
| BDN2FDCON  | FD Conveyancing   | 20                                    | compulsory     |               | Yes                           |                                   |

19.

**Programme Structure**

Overview of structure of the modules across the Academic Year.

**Full Time – September start**

Year 1 / Stage 1 / Level 4 / 120 credit points

| Semester 1                 | Semester 2                            |
|----------------------------|---------------------------------------|
| FD Contract Law (QLD Core) | FD Criminal Law (QLD Core)            |
| FD English Legal Process 1 | FD English Legal Process 2 (QLD Core) |
| FD Public Law 1 (QLD Core) | FD Public Law 2 (QLD Core)            |

Year 2 / Stage 2 / Level 5 / 120 credit points

| Semester 4                         | Semester 5                           |
|------------------------------------|--------------------------------------|
| FD Family Law & Practice           | FD Litigation                        |
| FD Aspects of Property Law         | FD Conveyancing                      |
| FD Work Placement - The Individual | FD Work Placement - The Organisation |

**Full Time – January start**

Year 1 / Stage 1 / Level 4 / 120 credit points

| Semester 1                            | Semester 2                 |
|---------------------------------------|----------------------------|
| FD Criminal Law (QLD Core)            | FD Contract Law (QLD Core) |
| FD English Legal Process 2 (QLD Core) | FD English Legal Process 1 |
| FD Public Law 2 (QLD Core)            | FD Public Law 1 (QLD Core) |

Year 2 / Stage 2 / Level 5 / 120 credit points

| Semester 4                           | Semester 5                         |
|--------------------------------------|------------------------------------|
| FD Litigation                        | FD Family Law & Practice           |
| FD Conveyancing                      | FD Aspects of Property Law         |
| FD Work Placement - The Organisation | FD Work Placement - The Individual |

**Part Time (day) – September start**

Year 1 / Stage 1 / Level 4 / 80 credit points

| Semester 1                 | Semester 2                            |
|----------------------------|---------------------------------------|
| FD Contract Law (QLD Core) | FD Criminal Law (QLD Core)            |
| FD English Legal Process 1 | FD English Legal Process 2 (QLD Core) |

Year 2 / Stage 1&2 / Level 4&5 / 80 credit points

| Semester 3                 | Semester 4                           |
|----------------------------|--------------------------------------|
| FD Public Law 1 (QLD Core) | FD Litigation                        |
| FD Public Law 2 (QLD Core) | FD Work Placement - The Organisation |

Year 3 / Stage 3 / Level 5 / 80 credit points

| Semester 5                 | Semester 6      |
|----------------------------|-----------------|
| FD Aspects of Property Law | FD Conveyancing |

|     |  |                                    |
|-----|--|------------------------------------|
|     | FD Family Law & Practice   | FD Work Placement - The Individual |
| 20. | <p><b>Support for Students and Their Learning</b></p> <p>The Head of School has overall responsibility for the programme as situated within the School of Law. The FdA Law and Legal Practice Programme Leader has responsibility for the programmes student cohorts and Module Leaders have responsibility for each of the individual modules.</p> <p>Students will be allocated a personal tutor in the Law School, who can be contacted in person, by telephone, e-mail or Skype. This tutor will be the first point of contact for both pastoral and academic issues.</p> <p>Induction is seen as an important aspect of the programme and helps to prepare students for studying at degree level and to help them familiarise themselves with the facilities and support mechanisms available to them. It has been recognised that a tailored induction is required for the students entering this programme of study. The Induction process will give the students the opportunity to meet other students on their programme, members of the programme team and the subject librarian, as well as preparing them for their programme of study.</p> <p>Students will receive, via the College`s e-learning portal Moodle, a College student handbook which will provide information regarding the College and the services that the College can provide to students.</p> <p>Law students also receive bespoke module handbooks for each module of study. These will include the full scheme of work, assessment details, and recommended reading, and seminar / workshop tasks. The seminar / workshop tasks will be a mixture of professional/vocational exercises. These handbooks and other learning resources are available via Moodle.</p> <p>Various other guides, including programme documentation and careers guidance, are available on Moodle.</p> <p>The College has a comprehensive law library which utilises on-line publications including Lexis Nexus Professional, Westlaw and Lawtel. These systems can be accessed from anywhere in the College including the Law School computer suite and, with an Athens account; students can access them from work or home.</p> <p>Resources also provide a Moot Court which is utilised in extra-curricular competitions.</p> <p>Students with disabilities, if disclosed to the College, will receive support from the College Student Services which has specialists in many areas to support students with learning difficulties or disabilities such as dyslexia, visual impairment, and epilepsy. The support which can be offered to students includes note-takers, the provision of specialist technical equipment, and ensuring that assessments are suitable with adjustments such as sitting examinations separately or having additional time being available.</p> <p>We have students from a wide range of cultural backgrounds and prayer rooms are located around college. The College also has a multi-faith Chaplain whose role it is to support students and staff of all denominations.</p> |                                    |

|            |   |
|------------|---|
|            | <p>The College has an active Students` Union who support students throughout their study with such support ranging from academic advice to arranging events at the Freshers` Fayre.</p>   |
| <b>21.</b> | <p><b>Distinctive Features</b></p> <p>The distinctive feature of this FdA Law and Legal Practice is its highly vocational focus. Content is delivered at the requisite academic levels but applied through completing precedents, forms and documentation creation.</p> |



## Stage Outcomes (Undergraduate Awards only)

**Key:** K = Knowledge and Understanding C = Cognitive and Intellectual P = Practical Professional T = Key Transferable [see programme specification]

| No.       | Programme Outcome  | Stage/Level 4(1)   |
|-----------|--|--|
| <b>K1</b> | Critical understanding the well-established principles of law and the way in which those principles have developed (3)   | Identify and explain well-established principles of law and the way in which those principles have developed over time.              |
| <b>K2</b> | Exhibit a critical understanding of the limits of their legal knowledge, and how this influences analysis and interpretations based on that knowledge in their field of study and in a work context. (3)                                       | Identify and explain conclusions based on an analysis of their legal knowledge in defined and limited contexts.                      |
| <b>K3</b> | Thoroughly understand the English legal system and its operation (1)(2) Level 4.   | Thoroughly understand the English legal system and its operation   |
| <b>K4</b> | Evidence appropriate levels of understanding of core legal subject areas (2) Level 4   | Evidence appropriate levels of understanding of core law subject areas   |
| <b>K5</b> | Critically review knowledge of a particular area of law in its relevant social, or political, or business context. (2)   | Articulate knowledge of particular areas of law in relevant social, political, business and legal contexts.                          |
| <b>K6</b> | Utilise the main methods of enquiry in law and evaluate critically the appropriateness of different approaches to solving problems in law and apply these in a legal work context (3)  | Evidence knowledge of the main methods of enquiry in law and demonstrate the ability to apply such in a limited and defined context. |
| <b>C1</b> | Use a range of established techniques to initiate and undertake critical analysis of information and to propose solutions to legal problems arising from that analysis in the field of study and in a work context (1) (3).                    | Use a range of established analysis techniques to identify and propose solutions to legal problems.                                  |
| <b>C2</b> | Effectively communicate legal information, arguments, and analysis, in a variety of forms, to specialist and non-specialist audiences, and deploy key techniques of the discipline effectively in the field of study and in a work context (3) | Effectively communicate legal information, and arguments in the field of study.  |
| <b>C3</b> | Develop existing legal skills and acquire new competences that will enable students to assume responsibility within organisations (3)  |  |
| <b>C4</b> | Understand the technical language and professional practices of law (1)  | Show knowledge and understanding of the technical language of law  |

|           |   |   |
|-----------|---|---|
| <b>C5</b> | Identify legal issues and choose appropriate tools/methods for their resolution by researching law using a variety of legal sources (1) Level 4   | Identify legal issues and choose appropriate tools/methods for their resolution by researching law using a variety of legal sources   |
| <b>C6</b> | Use legal terminology confidently, effectively and appropriately (1) (2) Level 4  | Use legal terminology confidently, effectively and appropriately  |
| <b>C7</b> | Exercise essential legal skills enhanced by knowledge of the legal and business environment. These skills include the ability to communicate and absorb information, and to collect, select and interpret relevant data and information (1) | Exercise essential legal skills enhanced by knowledge of the legal environment. These skills include the ability to communicate and absorb information and data.                        |
| <b>P1</b> | Demonstrate successful application in the workplace of the range of legal knowledge and skills learnt throughout the programme. (3)   |   |
| <b>P2</b> | Apply underlying legal concepts and principles outside the context in which they were first studied, and demonstrate the application of those principles in a work context. (3)   | Identify when legal concepts and principles are relevant.   |
| <b>P3</b> | Understand the key elements and general principles of; 1) Public Law including Constitutional Law, Administrative Law and Human Rights. 2) Criminal Law 3) Obligations – Contract. (2)  | Understand the key elements and general principles of; 1) Public Law including Constitutional Law, Administrative Law and Human Rights. 2) Criminal Law 3) Obligations – Contract       |
| <b>T1</b> | Identify and utilise opportunities for lifelong learning in law. (3)  |   |
| <b>T2</b> | Adopt a range of roles within a team and contribute to the effective working of the team as well as working independently. (1) (3) Level 4  | Adopt a range of roles within a team and contribute to the effective working of the team as well as working independently.  |
| <b>T3</b> | Manage own time, and reflect on past time management challenges, to improve the ability to meet deadlines. Level 4  | Manage own time, and reflect on past time management challenges, to improve the ability to meet deadlines.  |
| <b>T4</b> | Respond in a variety of ways to changing legal contexts through problem solving. Level 4  | Respond in a variety of ways to changing legal contexts through problem solving.  |
| <b>T5</b> | Locate, extract and analyse data from multiple legal sources, including the acknowledgement and referencing of those sources. (1) (2) (3) Level 4   | Locate, extract and present data from multiple sources, including the acknowledgement and referencing of sources  |
| <b>T6</b> | Use numeracy skills relevant to lawyers at an appropriate level. (1) (3)  |   |
| <b>T7</b> | Apply skills in the use of communications and a range of information technology systems/software (C&IT) appropriate to law in acquiring, analysing and communicating legal information. (1) (2) (3) Level 4                                 | Apply skills in the use of communications and a range of information technology systems/software (C&IT) appropriate to law in acquiring, analysing and communicating legal information. |

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| <b>T8</b> | Communicate confidently and effectively legal ideas and concepts both verbally and in written work using the English Language. (1) (2) (3) Level 4 | Communicate confidently and effectively legal ideas and concepts both verbally and in written work using the English Language. |
| <b>T9</b> | Work autonomously, reflecting on own learning and seeking and making use of feedback (1) (3) Level 4   | Work autonomously, reflecting on own learning and seeking and making use of feedback   |

## Map of Outcomes to Modules

“A” in the box indicates where the programme outcome is assessed.

| Module Name                           | K1 | K2 | K3 | K4 | K5 | K6 | C1 | C2 | C3 | C4 | C5 | C6 | C7 | P1 | P2 | P3 | T1 | T2 | T3 | T4 | T5 | T6 | T7 | T8 | T9 |
|---------------------------------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| <b>Stage 1/Level 4</b>                |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| FD Contract Law (QLD Core)            | A  | A  |    | A  |    | A  |    | A  |    | A  | A  | A  | A  |    |    | A  |    | A  |    | A  | A  |    | A  | A  |    |
| FD Criminal Law (QLD Core)            | A  | A  |    | A  |    | A  |    | A  |    | A  | A  | A  | A  |    |    | A  |    | A  |    | A  | A  |    | A  | A  |    |
| FD English Legal Process 1            | A  | A  | A  |    |    | A  | A  | A  |    | A  | A  | A  | A  |    |    |    | A  | A  | A  |    | A  |    | A  | A  | A  |
| FD English Legal Process 2 (QLD Core) | A  | A  | A  |    |    | A  | A  | A  |    | A  | A  | A  | A  |    |    |    | A  | A  | A  |    | A  |    | A  | A  | A  |
| FD Public Law 1 (QLD Core)            | A  | A  |    | A  | A  | A  |    | A  |    | A  | A  | A  | A  |    |    | A  |    | A  |    | A  | A  |    | A  | A  |    |
| FD Public Law 2 (QLD Core)            | A  | A  |    | A  | A  | A  |    | A  |    | A  | A  | A  | A  |    |    | A  |    | A  |    | A  | A  |    | A  | A  |    |
| <b>Stage 2/Level 5</b>                |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
| FD Family Law & Practice.             | A  | A  |    |    |    | A  |    | A  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | A  |    |
| FD Aspects of Property Law.           | A  | A  |    |    |    | A  |    | A  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | A  |    |
| FD Litigation                         | A  | A  |    |    |    | A  |    | A  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | A  |    |
| FD Conveyancing                       | A  | A  |    |    |    | A  |    | A  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | A  |    |
| FD Work Placement - The Individual    |    | A  |    |    | A  | A  | A  | A  | A  | A  |    |    | A  | A  | A  |    | A  |    |    |    | A  |    | A  | A  |    |
| FD Work Placement - The organisation  |    | A  |    |    | A  | A  | A  | A  | A  | A  |    |    | A  | A  | A  |    | A  |    |    |    | A  |    | A  | A  |    |

## Assessment Chart

| Module Name                           | Formative Assessment Type and Week of Completion  | Summative Assessment Type and Week of Submission  |
|---------------------------------------|---|---|
| <b>Level 4 / Year 1 Semester 1</b>    |   |   |
| FD English Legal Process 1            | Weekly workshop and seminar (commencing week 2) tasks which will include problem solving, discussions, debates, MCQs, written work, presentations etc.in addition to one to one sessions on the weeks indicated opposite. | 4x25%<br>Series of Mini Assignments<br><b>Weeks 5,7,9,11 or 4,6,8,10</b>  |
| FD Contract Law (QLD Core)            | Weekly workshop and seminar (commencing week 2) tasks which will include problem solving, discussions, debates, MCQs, written work, presentations etc.  | 100% Presentation.<br><b>Week 13</b>  |
| FD Public Law 1 (QLD Core)            | As above  | 100% Open Book Examination.<br><b>Week 14 or 15</b>   |
| <b>Semester 2</b>                     |   |   |
| FD English Legal Process 2 (QLD Core) | Weekly workshop and seminar (commencing week 2) tasks which will include problem solving, discussions, debates, MCQs, written work, presentations etc.in addition to one to one sessions on the weeks indicated opposite. | 4x25%<br>Series of Mini Assignments<br><b>Weeks 5,7,9,11 or 4,6,8,10</b>  |
| FD Public Law 2 (QLD Core)            | Weekly workshop and seminar (commencing week 2) tasks which will include problem solving, discussions, debates, MCQs, written work, presentations etc.  | 100% Assignment<br>upload to Moodle by 23-00 on the Friday of <b>Week 12</b>  |
| FD Criminal Law (QLD Core)            | As above  | 100% Presentation<br><b>Week 13</b>   |
| <b>Level 5 / Year 2 Semester 1</b>    |   |   |
| FD Aspects of Property Law            | As above  | 100% Written piece.<br>upload to Moodle by 23-00 on the Friday of <b>Week 12</b>  |
| FD Work Placement – The Individual    | As above  | 50% Presentation + 50% Reflective Diary.<br>Reflective Diary; upload to Moodle by 23-00 on the Friday of <b>Week 12</b><br>Presentation; <b>Week 13</b> |
| FD Family Law & Practice              | As above  | 100% Role play.<br><b>Week 13</b>   |

|                                      |          |  |
|--------------------------------------|----------|--|
| <b>Semester 2</b>                    |          |  |
| FD Litigation                        | As above | 2 x Written piece 50% / 50%<br>One to be uploaded to Moodle by 23.00 on the Friday of <b>Week 8</b><br>One to be uploaded to Moodle by 23.00 on the Friday of <b>Week 12</b> |
| FD Conveyancing                      | As above | 100% Portfolio<br>Upload to Moodle by 23.00 the Friday of <b>Week 12.</b>  |
| FD Work Placement – The Organisation | As above | 50% Presentation + 50% Reflective Diary.<br>Reflective Diary; upload to Moodle by 23.00 on the Friday of <b>Week 12</b><br>Presentation; <b>week 13</b>                      |

The above assessment chart is based upon the full time structure.

For part time studies please refer to section 22 for the semester in which the module is delivered and assessed. Please note that for some modules the part time delivery and assessment semester are different to full time.

#### **Key observation on assessment;**

Where the assessment is 2x50% written work/assignment the assessment date for the first piece will be the Friday of week 8 and for the second piece the Friday of week 12.

Where the assessment is 50% assignment/written work and 50% something else, the assessment date for the assignment is the Friday of week 10.

Where assessment is 75% or 100% assignment/written work the assessment date is the Friday of week 12.

Presentations/Role play are in week 13.

Examinations are in weeks 14 or 15.

The rationale for this is to spread the workload for students.

#### **Key observations on assessment size;**

##### Year 1 / Level 4

|                      |                                      |
|----------------------|--------------------------------------|
| 100% Examination     | 3 Hours                              |
| 100% Presentation    | 20 minutes Presentation.             |
| 100% Assignment      | 3000 words                           |
| 25% Mini-assignments | 750 words each (4x750 = 3000 words). |

##### Year 2 / Level 5

|                                     |   |
|-------------------------------------|---|
| 50/50 Examination/Assignment        | 2 Hour examination + 2000 word assignment |
| 50/50 Presentation/reflective diary | 20 minutes Presentation + portfolio       |
| 100% Assignment-portfolio           | 3500 words                                |
| 50/50 Assignment/Assignment         | 1750 words each                           |
| 100% Role play                      | 30 minutes                                |