



**REGULATIONS FOR THE AWARD OF
CERTIFICATES, DIPLOMAS, DEGREES,
POSTGRADUATE AWARDS AND OTHER
ACADEMIC DISTINCTIONS**

Regulation 3 – Regulations for the Award of Certificates, Diplomas, Degrees, Postgraduate Awards and Other Academic Distinctions

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3 Regulations for the Award of Certificates, Diplomas, Degrees, Postgraduate Awards and other Academic Distinctions

3.1 General

- 3.1.1 The power to award certificates, diplomas, degrees and other academic distinctions is vested in the University by the Privy Council under the provisions of the University of the West of Scotland Order of Council 2015, Article 8, Schedule 1B (2) [see Regulation 2.2.2(b)].
- 3.1.2 With the exception of the University's Honorary Degrees and Fellowships, Higher Doctorates and the Research Degrees, Certificates, Diplomas, Degrees and other academic distinctions shall be conferred with the authority of the Senate by the appropriate Progression & Awards Board (PAB)¹, which has delegated authority to confer awards.
- 3.1.3 The University's Research Degrees shall be conferred with the authority of the Senate on the recommendation of the Graduate School. The University's Higher Doctorates shall be conferred by the Senate on the recommendation of the REAC (see Regulation 9).
- 3.1.4 The University's academic awards are defined in terms of standard, level and outcomes.
- 3.1.5 The standard of the Bachelor's Degree with Honours shall provide the yardstick against which the standards of all other academic awards and distinctions of the University are determined.
- 3.1.6 The University of the West of Scotland has taken cognisance of the Scottish Credit and Qualifications Framework (SCQF) in drafting its regulations. University awards will be designed and structured with regard to the expectations of the SCQF and the characteristic generic outcomes.

3.2 Undergraduate Certificates and Diplomas

3.2.1 *Certificate of Higher Education (Cert HE)*

SCQF level 7

Credit points: At least 120 credits are at least at SCQF level 7

The Certificate of Higher Education is typically offered as an exit award after successful completion of the equivalent of one year of full-time higher education in Scotland. The precise focus and outcomes will be identified in the relevant programme specifications.

¹ For TNE and collaborative arrangements a Degree Assessment Board (DAB) will be established. Degree Assessment Boards fulfil the functions of Subject Panels (SPs) and Progression and Awards Boards (PABs) for collaborative and TNE provision. In such cases the DAB will have the same authority as a PAB for conferment of awards. Further guidance on the composition and operation of DABs is provided by QuEST.

3.2.2 *Diploma of Higher Education (Dip HE)*

SCQF level 8

Credit points: At least 240 credits of which a minimum of 100 are at least at SCQF level 8

The Diploma of Higher Education is typically offered after successful completion of the equivalent of the first two years of full-time higher education in Scotland. The precise focus and outcomes will be identified in the relevant programme specifications.

3.2.3 *International Certificate of Higher Education (Int Cert HE)*

SCQF level 7

Credit points: 140 credits are at least at SCQF level 7

The International Certificate of Higher Education is typically offered after successful completion of the equivalent of one year of full-time higher education in Scotland with additional English language support. The precise focus and outcomes will be identified in the relevant programme specifications.

3.2.4 *International Diploma of Higher Education (Int Dip HE)*

SCQF level 8

Credit points: 120 credits at SCQF level 8

The International Diploma of Higher Education is typically offered after successful completion of the equivalent of one year of full-time higher education at SCQF level 8. The precise focus and outcomes will be identified in the relevant programme specifications.

3.3 **First Degrees/Undergraduate**

3.3.1 *Bachelor Degrees with Honours*

SCQF level 10

Credit points: At least 480 credits of which a minimum of 200 are at least at SCQF level 9 and 10, including at least 100 at SCQF level 10

The standard of the Bachelor Degree with Honours shall be that expected of a person with prior knowledge and skills who has successfully completed a programme of study which is suitable for the fulfilment of the University's graduate skills and attributes and learning outcomes (see Quality Handbook) and, who has demonstrated the capacity for sustained independent and high-quality work; the normal length of the programme shall be four academic years of full-time Higher Education study or equivalent; or longer if the programme requires a significant element of professional practice or placement in business or industry. Where such practice or placement is an option, additions to the degree title such as "with Sandwich" may be approved.

3.3.2 *Bachelor Degrees*

SCQF level 9

Credit points: At least 360 credits of which a minimum of 100 are at least at SCQF level 9

The standard of the Bachelor's Degree shall be that expected of a person with prior knowledge and skills who has successfully completed a programme of study which is suitable for the fulfilment of the University's graduate skills and attributes and learning outcomes (see Quality Handbook); the normal length of the programme for the degree shall be three academic years of full-time study or equivalent or longer if the programme requires a significant element of professional practice or placement in business or industry. Where such practice or placement is an option, additions to the degree title such as "with Sandwich" may be approved.

The Ordinary Degree is recognised as the normal entry to a number of professions across the UK.

3.3.3 *Graduate Certificate/Diploma/International Graduate Diploma*

SCQF level 9 and 10

Credit points: At least 60 credits at the minimum of SCQF level 9 for a certificate and at least 120 credits at the minimum of SCQF level 9 for a diploma

Titles with the stream 'Graduate' may be used for qualifications from programmes of study that typically require graduate entry or its equivalent, and which meet the expectations of the SCQF, and in particular relevant parts of the descriptors for qualifications at SCQF level 9 or 10. These qualifications are typically for graduates or equivalent but are not of postgraduate level or outcome. The normal length of the programme of study for a Graduate Certificate shall be half of one year of full-time academic study or equivalent. The normal length of the programme of study for a Graduate Diploma shall be one year of full-time academic study or equivalent.

The International Graduate Diploma includes compulsory English language tuition and is designed to support entry to postgraduate study for applicants with a range of international qualifications, equivalent to bachelor's degrees at SCQF level 9.

3.3.4 *Professional Graduate Diploma in Education (PGDE) SCQF level 10 and/or 11*

Credit points: At least 120 credits at a minimum of SCQF level 10

The standard of the Professional Graduate Diploma in Education shall be that expected of a graduate who has completed a programme of professional skills and experience to qualify to teach in a primary or secondary school. The normal length of the programme is 36 weeks of full-time study or equivalent.

3.4 Postgraduate and Post Experience Awards

3.4.1 *Postgraduate Certificate (PgCert)*

SCQF level 11

Credit points: At least 60 credits of which a minimum of 40 are at least SCQF level 11 and none below SCQF level 10

The standard of the Postgraduate Certificate shall be that expected of graduate who has successfully completed a programme of study, either at a level demanding more advanced study than a first degree or at a level appropriate for a conversion programme, suitable for the fulfilment of the University's graduate skills and attributes and learning outcomes (see Quality Handbook); the normal length of the programme shall be half of one year of full-time study.

3.4.2 *Postgraduate Diploma (PgD)*

SCQF level 11

Credit points: At least 120 credits of which a minimum of 100 are at least at SCQF level 11 and none below SCQF level 10

The standard of the Postgraduate Diploma shall be that expected of a graduate, who has successfully completed an appropriate programme of study in a field for which prior knowledge and skills have provided an appropriate foundation, either at a level demanding more advanced and intensive study than a first degree or at a level appropriate for a conversion programme, and which is suitable for the fulfilment of the University's learning outcomes (see Quality Handbook). The normal length of the programme will be the equivalent of one year of full-time academic study.

3.4.3 *Master Degrees*

SCQF level 11

Credit points: At least 180 credits of which a minimum of 160 are at least at SCQF level 11 and none below SCQF level 10. For Integrated Masters, at least 600 credits, of which a minimum of 120 are at level 11.

The standard of the Master Degree shall be that expected of an Honours degree graduate who has successfully completed an appropriate programme of study in a field for which prior knowledge and skills have provided an appropriate foundation, at a level demanding more advanced and intensive study than a first degree, and which is suitable for the fulfilment of the University's learning outcomes (see Quality Handbook) and which includes a compulsory element of advanced independent work; the normal length of the programme shall be 12 months of full-time study or equivalent and will meet the expectations of the SCQF Master Degrees Framework. The normal period of study for Integrated Masters shall be five years of academic study or equivalent.

A programme of longer duration that includes a significant element of professional practice or placement in business or industry, may be approved, with an appropriate additional phrase in the title.

3.5 Research Degrees and Higher Doctorates

SCQF level 12

3.5.1 *Degree of Master of Research (MRes)*

The standard of the Degree of Master of Research should be that expected of a graduate with a good honours degree (see Regulation 8.2.1 b) who has satisfactorily completed a programme of supervised research training and has submitted a thesis which should comprise a satisfactory record of research undertaken by the candidate and a satisfactory critical survey of knowledge and understanding in the field of study and is capable of independent research.

3.5.2 *Degree of Master of Philosophy (MPhil)*

The standard of the Degree of Master of Philosophy shall be that expected of a graduate with a good Honours degree (see Regulation 6.5) who has satisfactorily completed a programme of supervised research training and has investigated and evaluated or critically studied an appropriate topic over the equivalent of not less than eighteen months of full-time study and has presented a satisfactory thesis.

3.5.3 *Degree of Doctor of Philosophy (PhD) - by Thesis and by Published Work*

The standard of the Degree of Doctor of Philosophy shall be that expected of a graduate with a good Honours degree who has satisfactorily completed a programme of supervised research training and has investigated and evaluated or critically studied an appropriate topic over not less than the equivalent of thirty-three months of full-time study resulting in a significant contribution to knowledge. A candidate may proceed to the degree of Doctor of Philosophy (PhD) either by presenting a thesis or by submission of a portfolio of published work and critical review.

3.5.4 *Degree of Doctor of Business Administration (DBA) - by thesis or portfolio*

The standard of the Degree of Doctor of Business Administration shall be that expected of a graduate with a Masters degree who has satisfactorily completed a programme of supervised research training and has investigated and evaluated or critically studied an appropriate topic over not less than the equivalent of thirty six months of full-time study resulting in a significant contribution to knowledge and professional practice. A candidate may proceed to the degree of Doctor of Business Administration (DBA) by presenting a thesis.

3.5.5 *Degree of Professional Doctorate (DProf)/Engineering Doctorate (EngD) – by thesis or portfolio*

The standard of the Professional Doctorate shall be that expected of a graduate with a masters' degree who has satisfactorily completed a programme of supervised research training and has investigated and evaluated or critically studied an appropriate topic over the equivalent of 72 months of part time study resulting in a significant contribution to knowledge and professional practice.

3.5.6 *Higher Doctorates (Degrees of Doctor of Letters (DLitt), Doctor of Science (DSc) and Doctor of Technology (DTech)*

The standard of the Degree of a Higher Doctorate shall be that expected of a person who is the holder of at least seven years' standing of a first degree or the holder of at least four years' standing of a postgraduate degree, who is a leading authority in the field of study concerned and has made an original and significant contribution to the advancement or application of knowledge in that field.