

## DEFINITIVE COURSE RECORD

Course Title	<b>BA (Hons) Professional Studies [progression route]</b>
Awarding Bodies	<b>University of Suffolk</b>
Level of Award <sup>1</sup>	<b>FHEQ Level 6</b>
Professional, Statutory and Regulatory Bodies Recognition	<b>None</b>
Credit Structure <sup>2</sup>	<b>360 credits comprising:</b> <ul style="list-style-type: none"> <li>• <b>120 credits at Level 6</b></li> <li>• <b>240 credits of recognised prior learning at levels 4 and 5 (see entry requirements below)</b></li> </ul>
Mode of Attendance	<b>Full-time and Part-time</b>
Standard Length of Course <sup>3</sup>	<b>1 year full-time</b>
Intended Award	<b>BA (Hons) Professional Studies</b>
Named Exit Awards	<b>None</b>
Entry Requirements <sup>4</sup>	<b>Typical Offer:</b> <b>Foundation degree (or equivalent). A 60 credit “bridging” programme is available for entrants with an HND (these credits may be achieved through a Recognition of Prior Experiential Learning (RPEL) process)</b>
Delivering Institution(s)	<b>University of Suffolk at West Suffolk College</b>
UCAS Code	<b>Y004</b>

This definitive record sets out the essential features and characteristics of the BA (Hons) Professional Studies [progression route] course. The information provided is accurate for students entering level 4 in the 2017-18 academic year<sup>5</sup>.

### Course Summary

This course enables recent Foundation Degree (FdA/FdSc) or Higher National Diploma (HND) graduates to progress on to achieve an Honours degree. The course has been specifically designed to enable continued study in chosen vocational areas and allows students to build on credits already achieved.

The course focuses on management and professional issues that relate directly to the students' vocational specialism and employment. Students are encouraged to embrace the challenge of exploring new theoretical and practical ideas, applying them to real situations.

<sup>1</sup> For an explanation of the levels of higher education study, see the [QAA Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies \(2014\)](#)

<sup>2</sup> All academic credit awarded as a result of study at the University adheres to the [Higher education credit framework for England](#).

<sup>3</sup> Where the course is delivered both full-time and part-time, the standard length of course is provided for the full-time mode of attendance only. The length of the part-time course is variable and dependent upon the intensity of study. Further information about mode of study and maximum registration periods can be found in the [Framework and Regulations for Undergraduate Awards](#).

<sup>4</sup> Details of standard entry requirements can be found in the [Admissions Policy](#)

<sup>5</sup> The University reserves the right to make changes to course content, structure, teaching and assessment as outlined in the [Admissions Policy](#).

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### Course Aims

- Provide articulated progression from Level 5 (typically evidenced by a Foundation degree or an HND) at appropriate Honours level and to facilitate progression to further HE study at postgraduate level
- Place emphasis on autonomy and independent, self-directed learning appropriate to honours level and beyond
- Provide opportunities for the application of knowledge, skills and understanding within appropriate Honours level assessment activities (e.g. dissertations, projects, critiques etc.)
- Develop the students' presentational and communication skills, whether oral, written or through electronic media, to professional standards
- Encourage self-reflection and self-criticism, contextualised to own learning, performance and coursework
- Provide a factual or knowledge base with the emphasis on more complex/unpredictable aspects of the chosen subject
- Equip students to discuss aspects of their subject/profession with confidence and to enable them to appreciate where multiple solutions or ambiguity exist
- Provide appropriate blended learning via formal lectures, groupwork, one-to-one tutorial support, peer support and sustained self-directed learning

### Course Learning Outcomes

The following statements define what students graduating from the BA (Hons) Professional Studies [progression route] course will have been judged to have demonstrated in order to achieve the award. These statements, known as learning outcomes, have been formally approved as aligned with the generic qualification descriptor for level 6 awards as set out by the UK Quality Assurance Agency (QAA)<sup>6</sup>.

### Knowledge and Understanding

1. Demonstrate an awareness and understanding of group dynamics in a range of settings, and be able to maximise their own effectiveness and that of others in group contexts
2. Recall and apply effective methods and strategies for the supervision of others within professional settings
3. Demonstrate knowledge, critical understanding and appreciation of the key ethical issues relating to the student's subject/professional practice
4. Demonstrate relevant knowledge and understanding of theories of moral philosophy and their application to ethical and sustainability dilemmas
5. Recognize the dynamics of change in professional contexts and understand selected strategies for managing its effects in a positive fashion

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<sup>6</sup> As set out in the [QAA Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies \(2014\)](#)

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6. Demonstrate an understanding of organisational culture and its impact on organisational dynamics
7. Identify a range of management styles and practices and how they are effectively employed
8. Recognise the conflicting demands of stakeholders and the need to reconcile these demands within an organisational context
9. Demonstrate knowledge and understanding of risk management relating to the student's subject/professional practice and its role in the strategic planning process

**Cognitive/intellectual skills**

10. Hypothesise future ethical and sustainability issues relating to the student's subject/professional practice
11. Reflect on and apply their academic learning effectively within a professional context
12. Consider and critically evaluate professional viewpoints relating to the student's subject/professional practice
13. Exercise independent, critical judgment in the close reading of texts
14. Demonstrate an ability to present, evaluate and interpret information, to develop lines of argument and make sound critical judgements in accordance with the theoretical frameworks and concepts associated with their professional sector
15. Analyse the concept of sustainability, its strengths, limitations and applications to a specific professional sector
16. Critically evaluate the service their professional sector provides to clients
17. Undertake a detailed analysis of the competitive environment facing the business organisation/professional activity
18. Evaluate organisational strategies
19. Demonstrate the ability to reflect on and be critical of, their own research and writing

**Subject Specific and Practical Skill**

20. Work effectively as part of a team and demonstrate team-working/team-leadership skills in a professional context
21. Employ effective time and resource management skills
22. Show a capability to vision the future, adapt to change and act responsibly
23. Employ effective project design and management skills
24. Effectively employ an appropriate range of IT resources in the completion of coursework, including storage, retrieval and analysis of data

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25. Influence or initiate change in professional contexts
26. Recall and apply effective management strategies for maximising the effectiveness of groups/teams in professional settings
27. Carry out basic risk assessments in a professional setting
28. Assist in developing and implanting effective organisational strategies
29. Question and affect organisational practice

### **Key Skills**

30. Work effectively within a team and demonstrate team leadership where appropriate within a professional context
31. Demonstrate the ability to view professional activities in a holistic way and apply systems thinking skills when finding solutions to specific problems
32. Demonstrate the ability to integrate learning with working
33. Make effective use of academic libraries, archives, and range of appropriate electronic media for research purposes
34. Identify future personal and professional skills needed to respond to the challenge of sustainability and to reduce mis-match between professional standards and those of companies or individuals
35. Design and execute a substantial piece of research or professionally-related investigative project based around self-formulated questions and using appropriate research methods, data sources and resources
36. Assemble, interpret and analyse evidence as a means of forming a well-articulated argument
37. Employ effective time and resource management skills
38. Deliver presentations using an appropriate range of communication technologies /presentational aids

### **Course Design**

The design of this course has been guided by the following QAA Subject Benchmark Statement:

- Business and Management (2015)

### **Course Structure**

The BA (Hons) Professional Studies [progression route] comprises modules at level 6.

Module Specifications for each of these modules are included within the course handbook, available to students on-line at the beginning of each academic year.

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	Module	Credits	Module Type <sup>7</sup>
Level 6			
	Professional Development	20	M
	Professional Futures: Ethics and Sustainability	20	M
	Dissertation Preparation	20	M
	Organisational Strategies	20	M
	Undergraduate Dissertation	40	M

### Awards

On successful completion of the course, students will be awarded a BA (Hons) Professional Studies.

### Course Delivery

The course is delivered at West Suffolk College. Students studying full-time on the BA (Hons) Professional Studies course are likely to be engaged with approximately 1,200 learning hours. Course delivery centres around six “Away Days” involving lectures, seminars and tutorials, during the year with the rest of the study time made up of blended learning via a virtual learning environment (VLE). Full-time students will normally be expected to undertake approximately 22 hours of independent study in an average week, but should be prepared for this to vary based on assignment deadlines and class exercises.

### Course Assessment

A variety of assessments will be used on the course to enable students to experience and adapt to different assessment styles. The assessment methods used will be appropriate to assess each module’s intended learning outcomes. Assessment on the course overall will be 100% coursework (including essays, reports, presentations, personal journals and a dissertation). Approximately 20% of the coursework is made up of presentations and personal journals.

### Course Team

The academic staff delivering this course are drawn from a team that includes teaching specialists and current practitioners. All staff are qualified in their subjects with their own specialist knowledge to contribute.

### Course Costs

Students undertaking BA (Hons) Professional Studies [progression route] will be charged tuition fees as detailed below.

Student Group	Tuition Fees
Full-time UK/EU	£9,250 per year
Part-time UK/EU	£1,454 per 20 credit module
Full-time International	£10,080 per year
Part-time International	£1,680 per 20 credit module

Payment of tuition fees is due at the time of enrolment and is managed in accordance with the Tuition Fee Policy.

<sup>7</sup> Modules are designated as either mandatory (M), requisite (R) or optional (O). For definitions, see the [Framework and Regulations for Undergraduate Awards](#)

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Other than the usual stationery needed, students are encouraged to purchase some key text books.

**Academic Framework and Regulations**

This course is delivered according to the Framework and Regulations for Undergraduate Awards and other academic policies and procedures of the University and published on the [website](#).