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**APPG FORM 4: Provision of Information for Students**

**Key information for Communications & External Affairs**

Colleagues in Communications will use your answers – alongside their wider research – to guide their work when building the course page on the University website. Please don’t worry about the style or tone of your answers – Communications colleagues will be responsible for the actual copywriting.

**Proposer information**

Course/Award title:

Click or tap here to enter text.

Author of document:

Click or tap here to enter text.

Role:

Choose an item.

Date:

Click or tap to enter a date.

**If you were talking to a potential student at an Open Day, what would be the first things you would say to them about this course?**

List 3-5 key course features:

Click or tap here to enter text.

**What are the other key features of the course?**

Provide details of distinctive or important aspects of the course (e.g. specialist facilities, staff experience, employability, extra-curricular opportunities):

Click or tap here to enter text.

**What opportunities for experiential learning does the course offer?**

Provide information on placement opportunities, work experience, live briefs etc:

Click or tap here to enter text.

**Career opportunities**

List the main career paths that the course could lead to?

Click or tap here to enter text.

List opportunities for postgraduate study?

Click or tap here to enter text.

List the particular advantages of studying this course at UW (e.g. its applied nature, work-based or placement opportunities, etc.)?

Click or tap here to enter text.

Where relevant, what % of graduates are in employment or further study fifteen months after graduation?

Click or tap here to enter text.

**Location of teaching**

Is the course delivered solely at the University of Worcester

Yes  No

If no, provide details of teaching arrangements, e.g. delivered by a partner institution, delivered jointly with a partner institution. Provide specific locations. State that there is an agreement between UW and partner X for the partner to deliver the course either solely or in part, leading to an award made by UW.

Click or tap here to enter text.

**Accreditation**

Is the course seeking/pending accreditation?

Yes  No

If yes, provide brief details:

Click or tap here to enter text.

Provide details if membership of the PSRB is dependent on further requirements (e.g. further study after graduation). Explicitly state if accreditation or qualification to practice is not automatically obtained through successful completion of the course:

Click or tap here to enter text.

**Entry requirements**

Briefly outline the standard UW academic entry criteria (include any subject-specific requirements) for the course:

Click or tap here to enter text.

State any language requirements:

Click or tap here to enter text.

State any exceptions/ exemptions to the entry requirements:

Click or tap here to enter text.

Briefly outline any recognition of prior learning:

Click or tap here to enter text.

Will applicants be interviewed?

Yes  No

If yes, state any additional activities that applicants would be required to undertake (e.g. submission of portfolios, admissions essays, auditions):

Click or tap here to enter text.

**Entry requirements relating to DBS and Occupational Health matters**

Briefly outline any non-academic entry criteria (e.g. requirements from professional bodies, occupational health requirements, DBS):

Click or tap here to enter text.

Is it the University’s or employer’s responsibility to ensure a DBS check is in place?

University  Employer  Don’t know

If DBS checks are the University’s responsibility, for courses where the student is already employed or volunteering in the course placement setting and will be in that setting for the duration of the course, will DBS checks for the student’s placement setting be accepted even if not in the Update Service?

Yes  No  Don’t know

Level of DBS check required:

Basic  Standard  Enhanced

If Enhanced, workforce required:

Child  Adult  Child & Adult

**Teaching and learning**

List 3-5 key statements that summarise the purpose of the course (this may include broader academic disciplines and professional practice that relate to the course, subject-specific knowledge and skills that students will develop, and generic/ transferable knowledge and skills that students will develop):

Click or tap here to enter text.

List the main teaching methods (e.g. lectures, workshops, practical activities), describing what is involved and the purpose in relation to student learning. Describe any online learning activity students will undertake:

Click or tap here to enter text.

Briefly describe personal tutor arrangements for the course:

Click or tap here to enter text.

If relevant, describe arrangements for work-based learning and placements, and/ or access to specialist learning resources/facilities:

Click or tap here to enter text.

State the duration of the course (e.g. 3 years full-time, 4-6 years part-time):

Click or tap here to enter text.

State any specific attendance arrangements (e.g. block study, daytime, evenings, weekends):

Click or tap here to enter text.

**Contact time – for courses that follow a weekly delivery pattern**

Please complete the table below to set out information about class contact time. Please note contact time = on-campus sessions and/or synchronous online sessions – it does not include asynchronous online learning time. This information is intended to be indicative of what a typical student might expect from mandatory and optional modules.

|  |  |  |
| --- | --- | --- |
| Number of hours per week | Teaching method | Indicative class size |
| Choose an item. | Lectures | Click or tap here to enter text. |
| Choose an item. | Interactive workshops | Click or tap here to enter text. |
| Choose an item. | Seminars | Click or tap here to enter text. |
| Choose an item. | Laboratory practical | Click or tap here to enter text. |
| Choose an item. | Other practical (please specify):  Click or tap here to enter text. | Click or tap here to enter text. |
| Choose an item. | Online synchronous activity | Click or tap here to enter text. |

**Contact time – for courses that do not follow a weekly delivery pattern**

Please provide brief details of how students will be taught throughout their course. Include details of in-person contact time, and the teaching methods that students will typically encounter:

Click or tap here to enter text.

**Independent study**

Briefly describe what a student would typically be expected to do (e.g. reading journal articles and books).

Click or tap here to enter text.

State any specific resources that are available to students to support their independent study.

Click or tap here to enter text.

Indicate how many hours of independent study each week students would be expected to undertake:

Click or tap here to enter text.

**Teaching staff**

Provide a general statement about the teaching team, e.g. HE teaching qualifications or Advance HE (HEA) Fellowships:

Click or tap here to enter text.

**Assessment**

State any general arrangements for formative assessment within the course:

Click or tap here to enter text.

Provide a general statement about summative assessment within the course (including details of types of assessment, and frequency of assessment):

Click or tap here to enter text.

*Please note that precise assessment requirements will vary according to module selection.*

**Course-related costs not included in fees**

Provide a general statement about day-to-day costs (e.g. printing, books). Include specific details of any costs that students will incur as a result of taking this course. Ensure you consider whether there are any costs specifically incurred by International students, for which there may be funding for UK students:

Click or tap here to enter text.

**Contact details**

Provide details of who to contact within the School in case of queries:

Click or tap here to enter text.

*And Admissions Office 01905 855111* [admissions@worc.ac.uk](mailto:admissions@worc.ac.uk)*.*

**Tuition fees**

Click or tap here to enter text.

**Course-related costs included in fees**

This information will be supplied centrally by the University’s Finance Department.

**Accommodation**

This information will be supplied centrally by the University’s Communications and External Affairs Department.

**Sources of financial support**

Provide details of any financial support that is specific to this course – eg NHS/DfE bursaries or any Charitable grants:

Click or tap here to enter text.

**How to apply**

Information about [How to apply](https://www.worcester.ac.uk/study/find-a-course/how-to-apply/), for part-time students, can be found here: <https://www.worcester.ac.uk/study/find-a-course/how-to-apply/>

UCAS code for full-time entrants:

Click or tap here to enter text.

**Course Map**

Complete the below course map as fully as possible, with module titles (not codes). Include current and planned optional modules:

|  |  |  |
| --- | --- | --- |
| Level of study (e.g. 3, 4, 5, 6, 7) | Module title | Mandatory or optional |
| Choose an item. | Click or tap here to enter text. | Choose an item. |
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**Provide brief details of any anticipated changes to the course (e.g. optional modules that may be introduced or removed)**

Click or tap here to enter text.

**This form must be checked and approved by the Head of Department and by the Head of Digital Communications and Insight.**

Approved by Head of Department

Name: Click or tap here to enter text.

Date: Click or tap to enter a date.

Approved by Head of Digital Communications and Insight

Name: Click or tap here to enter text.

Date: Click or tap to enter a date.