

# The Academic Regulations Appendix 2: Approval of New Award Titles

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Edge Hill  
University

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# The Academic Regulations

## Appendix 2: Approval of New Award Titles

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## Summary

Appendix 2 of the Academic Regulations describes the University's processes for approving new award types and awards for its Taught Degrees<sup>1</sup>. These include: *Award Types*, e.g. 'Bachelor's Degree with Honours'; *Target Awards* on which students register, e.g. 'BA (Hons)'; and *Named Awards* e.g. 'BA (Hons) **English**', including named Alternative (Exit) awards. The guidance will be of use to academic departments and Faculties developing new awards for Institutional approval and describes the specific requirements for each level of award approval via the relevant Academic Board committees.

## Glossary of Terms

Term	Meaning
Award Type	Describes the types of Taught Degree available at Edge Hill University, <b>e.g. Foundation Degree; Bachelor's Degree and Integrated Master's Degree with Honours; Master's Degree.</b>
Target Award	Indicates the designation of a specific award within the Award Type, <b>e.g. FdA, FdSc; BA (Hons), BSc (Hons), LLB (Hons); MComp (Hons), MSci (Hons), etc.; MA, MSc, LLM, etc.</b>
Named Award	Indicates the subject discipline of an award - e.g. <b>'FdA Early Years Practice'; 'BA (Hons) English'; 'MComp (Hons) Software Application Development'; 'MA History and Culture'</b> - based on the volume and combination of subject modules undertaken.

## Purpose

This Appendix provides guidance to academic departments and Faculties on the University's processes for approving Taught Degree Award Types and the individual Awards that reside within them.

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<sup>1</sup> Separate arrangements for the approval of Research Degrees are described within the [Research Degree Regulations](#).

# Regulations

## 1. Award Type

### Definition:

Award Types - **e.g. Foundation Degree; Bachelor's Degree and Integrated Master's Degree with Honours; Master's Degree** - are defined by a series of benchmarks relating to the general level of knowledge and skills required to register for the award, and the qualification and study levels required to achieve the award<sup>2</sup>. The regulations describe the current approved Award Types for the University's Taught Degrees and their associated attributes<sup>3</sup>.

### Approval:

The University's Award Types are comprehensive and consistent with those offered across the UK higher education sector, and the need to add a new Award Type to the regulations will be rare. Where this is necessary the proposing Faculty will seek approval via the Regulations Review Sub-Committee (RRSC)<sup>4</sup> of the Learning and Teaching Committee (LTC) through submission of a paper proposal to RRSC, describing:

- The rationale for the addition of the new Award Type to the University's Academic Regulations.
- Its provenance within UK higher education, typically through reference to the national *Frameworks for Higher Education Qualifications of UK Degree-awarding Bodies* (FHEQ, QAA 2014<sup>5</sup>) and evidence of its use by other degree awarding bodies.
- The FHEQ level of the Award Type.

In recommending approval of a new Award Type to Academic Board (via LTC) the RRSC will consider:

- The requirements for progression and the award of credit including condonement of failed credit.
- Award classification.
- Award certification.

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<sup>2</sup> See section B1.2 of the Academic Regulations at <http://www.edgehill.ac.uk/governance/strategies-policies/>.

<sup>3</sup> Academic Regulations section B3.

<sup>4</sup> A sub-committee of the Learning and Teaching Committee. Research Degree awards are described in the [Research Degree Regulations](#) (section N2) and new Award Types are considered for approval by the Graduate School Board of Studies (GSBOS) which makes a recommendation to Academic Board through its minutes. For all committee Terms of Reference see Quality Management Handbook Chapter 8 at <https://www.edgehill.ac.uk/documents/files/08-academic-governance.pdf>.

<sup>5</sup> <https://www.qaa.ac.uk/quality-code/qualifications-and-credit-frameworks>.

- Professional body requirements (where applicable).

Addition of a new Award Type to the regulations is by the Academic Board on receipt of a recommendation from the LTC via its minutes.

## 2. Target Award

### Definition:

A Target Award<sup>6</sup> on which students register at the commencement of their studies indicates the award's specific designation within the Award Type, **e.g. (for a Foundation Degree) FdA, FdSc; (Bachelors Degree) BA (Hons), BSc (Hons), LLB (Hons); (Integrated Master's Degree) MComp (Hons), MSci (Hons), etc.; (Master's Degree) MA, MSc, LLM, etc.** The regulations describe the University's current approved Target Awards and their associated attributes<sup>7</sup>.

### Approval:

A new Target Award is likely to be associated with a specific programme development. A rationale for the Target Award will be included in the Application for Development Consent<sup>8</sup> which is produced by the proposing Faculty for consideration by the Academic Planning Committee (APC, see also below). The rationale should indicate the proposed Target Award's provenance within UK higher education, typically through reference to the national FHEQ and evidence of its use by other degree awarding bodies. Addition of a new Target Award to the regulations is by the Academic Board on receipt of a recommendation from the APC via its minutes.

## 3. Named Award

### Definition:

Programmes constitute Named Awards - **e.g. FdA Early Years Practice; BA (Hons) English; MComp (Hons) Software Application Development; MA History and Culture** - which consist of specified combinations of subject discipline modules that allow students to meet the overall award requirements in terms of learning volume (credits), level and subject specificity. Most

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<sup>6</sup> See Academic Regulations section B5.1.

<sup>7</sup> Academic Regulations sections B2 & B3.

<sup>8</sup> See Quality Management Handbook Chapter 4 at <https://www.edgehill.ac.uk/documents/files/04-programme-and-module-approval-and-modification.pdf>.

programmes also contain Named Alternative/ Exit Awards<sup>9</sup>. The regulations list all of the University's current approved Named Award Titles<sup>10</sup>.

#### Approval:

The proposing Faculty produces an Application for Development Consent which is received for consideration by the Academic Planning Committee. On approval by APC, the proposal proceeds to Institutional validation<sup>11</sup> where the rationale for the Named Award(s) is tested through academic peer scrutiny that includes appropriate subject externality. Final approval of Named Awards is by the Academic Quality Enhancement Committee and is reported to the Academic Board via the AQEC minutes.

All of the above processes must have been completed before students may be enrolled on a programme of study, and delivery commence.

## Key to Relevant Documents

This policy refers to the following documents, which you may find useful.

- The Academic Regulations
- The Research Degree Regulations
- Quality Management Handbook

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<sup>9</sup> Academic Regulations section B6.

<sup>10</sup> Academic Regulations Appendix 3.

<sup>11</sup> See Quality Management Handbook Chapter 4 at <https://www.edgehill.ac.uk/documents/files/04-programme-and-module-approval-and-modification.pdf>.

## End matter

Title	Appendix 2: Approval of New Award Titles
Policy Owner	Director of Quality Assurance
Approved by	Regulations Review Sub-Committee
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