PROGRAMME SPECIFICATION

Name, title and level of final qualification(s)	**Cert HE Criminology** (Level 4)
Name and title of any exit qualification(s)	N/A
Awarding Body	University of London
Teaching Institution(s)	Birkbeck, University of London
Home School/other teaching departments	School of Social Sciences
Location of delivery	Central London
Language of delivery and assessment	English
Mode of study, length of study and normal start month	Modular 1-4 years (students normally study part-time over 2-4 years) September
Professional, statutory or regulatory body	N/A
QAA subject benchmark group(s) Higher Education Credit Framework for England	Criminology
Birkbeck Course Code	UEHCNLGY
HECoS Code	100484 criminology
Start date of programme	Autumn 2008/09
Date of programme approval	Summer 2008
Date of last programme amendment approval	July 2013
Valid for academic entry year	**2024-25**
Programme Director	TBC
Date of last revision to document	01/07/13

Admissions requirements

This is an open access programme (i.e. no formal qualifications are required). All modules are taught at university level, so students must be fluent in English reading, writing and speaking.

We welcome applicants without traditional entry qualifications as we base decisions on our own assessment of qualifications, knowledge and previous work experience. We may waive formal entry requirements based on judgement of academic potential.

Course aims

The School aims to provide education in criminology and criminal justice that is critical, questioning and creative. It is designed for students from a range of different backgrounds. It seeks to enable students to develop the relevant skills and knowledge and applicable to the study of criminology and criminal justice.

The Criminology Certificate of Higher Education programme aims to:

1. Introduce students to key themes, concepts and debates in criminology and criminal justice.
2. Develop student's knowledge in a range of general and specialist criminology topics for research, personal interest and/or employment purposes.
3. Enable students to develop their critical, intellectual and research skills.
4. Offer an access course that will enable students to pursue further higher education.
5. Provide a flexible mode of study that is sensitive to the particular needs of mature and part time students.

Course structure

The Criminology Certificate in Higher Education (Criminology) is designed to introduce students to a range of topics in the field and to build students' skills, knowledge and confidence in the subject. Students are required to complete the four core modules shown below:

Level	Module Code	Module Title	Credit	Comp Core/ Option	Likely teaching term(s)
Part-Time modular enrolment programme: Students would normally take 1-3 modules per year over 2-4 years.					
4	FFCN014S4	Understanding Crime	30	Core	T1
4	FFCN907S4	The Criminal Justice Process	30	Core	T3
4	FFCN905S4	Sociology of Crime	30	Core	T2
4	FFCN906S4	Psychology of Criminal Behaviour	30	Core	T2

Core: *Module must be taken and passed by student*
Compulsory: *Module must be taken but can be considered for compensated credit (see CAS regulations paragraph 24)*
Option: *Student can choose to take this module*

How you will learn

Your learning and teaching is organised to help you meet the learning outcomes (below) of the course. As a student, we expect you to be an active learner and to take responsibility for your learning, engaging with all of the material and sessions arranged for you.

Each course is divided into modules. You will find information on the virtual learning site (Moodle, see Academic Support below) about each of your modules, what to expect, the work you need to prepare, links to reading lists, information about how and when you will be assessed.

Your learning for this course will be organised around the activities outlined below.

The School employs a variety of teaching and learning strategies to enable learning outcomes to be achieved. In particular we promote student learning through lectures; seminars; virtual learning environments; student led study groups facilitated by the school; private tutorials; web based independent skills tutorials; weekend and pre-sessional skills workshops; public lectures and research seminars.

The modules are taught weekly in the evenings and via "Saturday" Schools. Classes usually run for 12 weeks from October – December, , January – March or April – July.. Each class meeting lasting three hours in the evening or full day Saturdays.

How we will assess you

The course will use a variety of assessment methods. Assessment is used to enhance your learning rather than simply to test it. For most of the modules associated with this course, your assessment will be through the following types of assessment.

We employ a diversity of assessment tools including independent research essays, exams, group work, reflective journals, skills workbooks, and creative and critical thinking exercises. Each module ususally includes two to three assessments, such as a short practice essay, plus two loners essays or one essay and one exam.

Learning outcomes (what you can expect to achieve)

'Learning outcomes' indicate what you should be able to know or do at the end of your course. Providing them helps you to understand what your teachers will expect and also the learning requirements upon which you will be assessed.

At the end of this course, you should be able to demonstrate:

1. A clear understanding of major concepts, principles, policies, theories and methods relevant to criminology and criminal justice.

2. An understanding of the major criminal justice institutions, their functions and their operation.

3. An ability to place criminological and criminal justice studies, policies and institutional practices in their historical, ethical, social, political, cultural and economic context. In particular we aim to encourage students to interrogate the interface between the theory and practice of criminology and criminal justice.

4. An appreciation of social scientific methods which can be used to identify, locate and analyse scholarly, policy and practical developments in the field.

5. An understanding of multi-disciplinary approaches to the study of crime and criminal justice and an ability to make use of a range of theoretical and methodological frameworks in the social sciences and humanities.

6. Confidence in a range of subject specific and transferable skills that can prepare students for employment or further studies. These include skills in writing and problem solving, IT literacy, group work, independent research, analysis and critique, oral presentation, independent research, critique, and problem solving; and

7. The ability to exercise sound academic judgement, take personal responsibility for their course of study and demonstrate initiative.

Careers and further study

Graduates can pursue careers in criminal justice, public safety or social welfare. Possible professions include:

- community development worker
- prison or probation officer
- social worker
- adult guidance worker.

Birkbeck offers a range of careers support to its students. You can find out more on the careers pages of our website.

Academic regulations and course management

Birkbeck's academic regulations are contained in its Common Award Scheme Regulations and Policies published by year of application on the Birkbeck website.

You will have access to a course handbook on Moodle and this will outline how your course is managed, including who to contact if you have any questions about your module or course.

Support for your study

Your learning at Birkbeck is supported by your teaching team and other resources and people in the College there to help you with your study. Birkbeck uses a virtual learning environment called Moodle and each course has a dedicated Moodle page and there are further Moodle sites for each of your modules. This will include your course handbook.

Birkbeck will introduce you to the Library and IT support, how to access materials online, including using Moodle, and provide you with an orientation which includes an online Moodle module to guide you through all of the support available. You will also be allocated a personal tutor and provided with information about learning support offered within your School and by the College.

Please check our website for more information about student support services. This covers the whole of your time as a student with us including learning support and support for your wellbeing.

Quality and standards at Birkbeck

Birkbeck's courses are subject to our quality assurance procedures. This means that new courses must follow our design principles and meet the requirements of our academic regulations. Each new course or module is subject to a course approval process where the proposal is scrutinised by subject specialists, quality professionals and external representatives to ensure that it will offer an excellent student experience and meet the expectation of regulatory and other professional bodies.

You will be invited to participate in an online survey for each module you take. We take these surveys seriously and they are considered by the course team to develop both modules and the overall courses. Please take the time to complete any surveys you are sent as a student.

We conduct an annual process of reviewing our portfolio of courses which analyses student achievement, equality data and includes an action plan for each department to identify ongoing enhancements to our education, including changes made as a result of student feedback.

Our periodic review process is a regular check (usually every four years) on the courses by department with a specialist team including students.

Each course will have an external examiner associated with it who produces an annual report and any recommendations. Students can read the most recent external examiner reports on the course Moodle pages. Our courses are all subject to Birkbeck Baseline Standards for our Moodle module information. This supports the accessibility of our education including expectations of what information is provided online for students.