Bar Practice Course

Part Time Study from September 2020

Programme Demands Document

V1.0 – January 2020
Introduction

This document is produced by The University of Law for the information of prospective students. It explains the demands of the course in order that applicants with disability support requirements can assess their ability to undertake the course. Detailed questions about the extent of adjustments which may be made should be addressed to the Disability Support and Inclusion Service. This document may be made available to medical practitioners who may be asked to provide a professional judgement on the ability of an applicant to complete the course.

The information included is an indicative guide for September 2020 only. Students who enrol on the course will be subject to the course regulations in force at that time.

Details of all of the Bar Practice Course programmes including subject coverage and the learning environment can be found on the University web-site.

Modes of Study

The Part-time programme can be studied with timetabled classes face to face, typically timetabled every third weekend over 1 or 2 days at the weekend.
Study Locations

<table>
<thead>
<tr>
<th>Programme</th>
<th>Birmingham</th>
<th>Bristol</th>
<th>Chester</th>
<th>Guilford</th>
<th>Leeds</th>
<th>London</th>
<th>Bloomsbury</th>
<th>London</th>
<th>Moorgate</th>
<th>Manchester</th>
<th>Nottingham</th>
<th>Online</th>
</tr>
</thead>
<tbody>
<tr>
<td>PT Bar Practice Course – September start</td>
<td>✓</td>
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Summary of Key Learning Outcomes

Development of the legal knowledge and skills required to commence practice as a barrister.

Preliminary Knowledge and Skills

The Bar Standards Board expects students starting the BPC to have a basic knowledge of crime, contract, tort, property, equity and trusts, the structure of the court system, remedies, offences, causes of action and defences, property interests and EU law and constitutional law. It is also assumed that students should be able to:

- Listen effectively
- Engage in oral discussion in a clear and concise fashion
- Record or summarise a discussion in clear and concise notes
- Write clearly and precisely with attention to spelling, grammar, style, organisation, bibliographies and citations
- Work co-operatively with others in small groups
- Work effectively alone
- Extract, analyse and apply up to date law from primary sources, including case reports, primary and delegated legislation.
- Use electronic means to produce work, complete research and for the purpose of email.

All variants of the BPC are taught at master’s level, including the postgraduate diploma. The LLM programmes are consistent with the QAA’s Category 3: professional or practice master’s degrees. As such, “all master's degree graduates have in-depth and advanced knowledge and understanding of their subject and/or profession, informed by current practice, scholarship and research. This will include a critical awareness of current issues and developments in the subject and/or profession; critical skills; knowledge of professional responsibility, integrity and ethics; and the ability to reflect on their own progress as a learner.” QAA Characteristics Statement, Master’s Degree, September 2015, page 3.

A sufficient command of English to follow the course to a successful conclusion (a score of 7.5 or above in all subjects of the academic IELTs test or 73 in the Pearson test).
Disability Support Agreements

The University has a dedicated Disability Support and Inclusion Service to assist students in accessing the programme. To utilise the Disability Support and Inclusion Service medical evidence ideally should be provided prior to starting to ensure adjustments are put in place promptly. On receipt of the medical evidence the Disability Support and Inclusion Service will create an individual Disability Support Agreement detailing the course and exam adjustments. These are then communicated to tutors and assessments officers to implement the adjustments.

The University is able to provide diagnostic assessments with an Educational Psychologist for students suspecting a Specific Learning Difficulty (SpLD) for example: Dyslexia, Dyspraxia, ADHD, and Dyscalculia. The student will incur a small contribution fee of £75. Once completed the Disability Support and Inclusion Service can put in place a Disability Support Agreement detailing the relevant adjustments to the course and assessments.

We provide Skills4Study Campus access via our interactive learning environment, ELITE, this service is available for all students. We are not, at this time, offering one-to-one SpLD specific tutoring. However Disabled Student Allowance funding should be sought if a Specialist Study Skills Tutor is required. The Disability Support and Inclusion Service can advise you on how to obtain DSA, we recommend you apply as soon as possible. If you are eligible you can apply for Disabled Student’s Allowance https://www.gov.uk/disabled-students-allowances-dsas.

For more information please visit our the disability micro-site http://www.law.ac.uk/disability-support-service/ or contact disabilitysupportservice@law.ac.uk

Pre-Course Demands

The Bar Standards Board expects students starting the BPTC to have a basic knowledge of crime, contract, tort, property, equity and trusts, the structure of the court system, remedies, offences, causes of action and defences, property interests and EU law and constitutional law. As a result, students should refresh their memory of these areas and in particular, crime, contract and tort.

Learning Environment

- Three taught modules studied across year 1 with two continuing across year 2 alongside a separate third module in year two. Modules are assessed across both academic years from the end of the term 2, year one onwards.
- Preparation for taught workshops sessions of up to 9 hours per week, including activities and lectures on the VLE, library and IT-based research and writing documents and preparing for skills activities.
- Engagement is through workshops sessions of between 6 (for advocacy and some skills) and 18 students (face to face), two hours in length.
- Consolidation of up to 2 hours following each workshop, which is contained on the VLE.
- Test and Feedback exercises and mobile app Multiple Choice Questions are available as part of
Students are expected to participate fully in all workshops and carry out self-study and preparation as directed.

Where one of the LLM pathways is selected, there may be additional modules:

- **Pro Bono LLM** – attendance is required to prepare cases in small groups, consult with supervising solicitors, undertake conferences with lay clients and attend negotiations, mediations, courts and tribunal hearings. Some of these can only take place on weekdays.
- **Optional Module LLM** – attendance on the modules selected. Typically studied in term 6, after the final term of the BPC. Attendance is over a 15 week period with 10 teaching weeks, a consolidation week, two revision weeks, another week of holiday and an exam week. Engagement is through workshop sessions of approximately 20 students (face to face) or 14 students (online), facilitated by a tutor, two hours in length. Consolidation of up to 4 hours following each workshop which is contained on the VLE.
- **Dissertation LLM** – students will have meetings with their supervisor which may take place on a face to face, email or telephone basis.

### Attendance requirements
- The course runs from September to April, 19 months later.
- Attendance on up to two days per teaching weekend, with 16 teaching weekends in year 1 and 13 weekends in year 2.
- Attendance at all timetabled sessions (see below) is compulsory. On some weekends students will only have workshops on one day and on some weekends on both days.
- An average teaching weekend comprises of either three or five two-hour workshops. This is in addition to the student’s guided self-study.
- An average teaching day comprises four or six hours of tuition.
- Students will, from time to time, have additional sessions such as skills practices and court visits and mock trials which could be scheduled in addition to the above.
- Students will also, from time to time, have to attend in the late afternoon at the weekend to participate in practitioner feedback sessions and activities.
- Students will also have the option of attending the Mock Criminal and Civil Trials which take place during the year, over the weekend.
- The attendance requirement is strictly enforced and is required by the regulator (the BSB). Students are expected to attend all classes and timetabled activities, and must attend a minimum of 80% of sessions to achieve a pass on the BPTC. A student who falls below 80% attendance shall fail the BPTC and/or may be required to withdraw from the course. This requirement may be relaxed or adjusted by the provider in an individual case where this is necessary in order to comply with the Equality Act 2010 (or any replacement of that Act).
- Students who miss more than 10% of classes or other timetabled activities will be required by the university to demonstrate that they have made up the work missed.

Where one of the LLM pathways is selected, there may be additional attendance requirements.

- **Pro Bono LLM** – attendance as set out above
- **Optional Modules LLM** – attendance at each of the two-hour taught workshop each week in each of the two modules over 10 teaching weeks. Attendance may be online.
The indicative week on this programme is as follows:

<table>
<thead>
<tr>
<th>Learning format – teaching weekend</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preparation for workshop sessions</td>
<td>9</td>
</tr>
<tr>
<td>Workshop sessions</td>
<td>6 /10</td>
</tr>
<tr>
<td>Consolidation</td>
<td>6/10</td>
</tr>
<tr>
<td>Total</td>
<td>21/29</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Learning format – non teaching week</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preparation for workshop sessions</td>
<td>9</td>
</tr>
<tr>
<td>Workshop sessions</td>
<td>0</td>
</tr>
<tr>
<td>Consolidation</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>9</td>
</tr>
</tbody>
</table>

The indicative week on the Optional Modules LLM is as follows:

<table>
<thead>
<tr>
<th>Learning format</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preparation for workshop sessions</td>
<td>24</td>
</tr>
<tr>
<td>Workshop sessions</td>
<td>8</td>
</tr>
<tr>
<td>Consolidation</td>
<td>12</td>
</tr>
<tr>
<td>Total</td>
<td>44</td>
</tr>
</tbody>
</table>

This is a much heavier workload than for the PT BPC diploma. Students should consult a tutor to discuss if concerned.
Assessment Demands

A summary of the assessment schedule for this programme is explained below.

If appropriate medical evidence is accepted, we may be able to re-schedule assessments to avoid more than one on any one day. As part of the University’s commitment to an inclusive learning environment, we anticipate the needs of our students and design the coursework tasks to have sufficient time for most students, this includes students with SpLDs. A SpLD is generally not considered a sole justification for granting coursework extensions and coursework extensions are only granted in exceptional, evidenced circumstances.

The University operates a fit to sit policy, which means that students who attend an assessment are deeming themselves to be fit to sit that assessment. It is therefore not possible to submit a concession application for impaired performance for an assessment that has been sat, unless there was a procedural defect in the conduct of the assessment.

Assessment Adjustments

The Disability Support and Inclusion Service can offer a range of adjustments on a case by case basis. The programmes and assessments have been designed to be inclusive for students and the following adjustments are not normally made but can be considered in exceptional, evidenced circumstances which is assessed via the Disability Advisory Group.

- Replacing examinations taken under supervised conditions with take-away assessments / courseworks;
- Splitting examinations into shorter units such that a different paper is taken from the rest of the cohort.
- Changing closed book to open book exams

If you have any queries regarding support or adjustments whilst studying at the University of Law please contact the Disability Support and Inclusion Service on disabilitysupportservice@law.ac.uk or 01483216657

Time limits

Irrespective of any adjustments made, in order successfully to complete this programme all full-time students are required under the regulations to pass all elements of the course within four years of commencing the course. Exceptionally, applications can be made to extend the time limit.
Summary of Assessment Demands

The following tables provide an indication of the duration, style and number of assessments.

Courses starting in September 2020

Informal Assessments (formative assessment) and Formal Assessments (summative assessments):

Each module has a formative assessment opportunity scheduled for completion once sufficient of the module has been completed. The style of formative assessment will vary depending on the summative assessment required for the module, ensuring students can get meaningful feedback ahead of their summative assessments which take place from the end of the second term onwards.

<table>
<thead>
<tr>
<th>Formative Assessment Method</th>
<th>Summative Assessment Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open book litigation assessment types</td>
<td>Multiple choice and Single Best Answer questions.</td>
</tr>
<tr>
<td>Open book skills assessment types</td>
<td>Undertaking skill in timed exercise</td>
</tr>
</tbody>
</table>

Number of Assessments
3x Closed book litigation assessment types
1 x Open book litigation assessment type
7 x Open book skills assessment types

LLM Assessments

<table>
<thead>
<tr>
<th>Formative Assessment Method</th>
<th>Summative Assessment Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taught Optional Module Assessment Types</td>
<td>1,000 word take home written assignment on an area covered in the module to date</td>
</tr>
<tr>
<td></td>
<td>30 minute timed question (completed at home)</td>
</tr>
<tr>
<td>Dissertation</td>
<td>3,000 word chapter / section of dissertation</td>
</tr>
<tr>
<td>Pro bono</td>
<td>Discussion and reflection with supervising solicitor</td>
</tr>
</tbody>
</table>

Potential Resit Assessments:
### Resit Assessments

<table>
<thead>
<tr>
<th>(if required)</th>
<th>Number, style and duration of assessments</th>
</tr>
</thead>
</table>
| Closed book litigation / ethics assessment |-Assessed on same style and duration as exams taken within the course.  
Resit opportunities occur in August and throughout subsequent years. |
| Open book litigation assessment types | Assessed on same style and duration as exams taken within the course.  
Resit opportunities occur in August and throughout subsequent years. |
| Open book skills assessment types | Assessed on same style and duration as exams taken within the course.  
Resit opportunities occur in August and throughout subsequent years. |

### LLM

<table>
<thead>
<tr>
<th>Resit Assessments (if required)</th>
<th>Number, style and duration of assessments</th>
</tr>
</thead>
</table>
| Pro Bono | Assessed on same style and duration as exams taken within the course.  
Resit opportunities occur in August / September. |
| Taught Module Assessment | Assessed on same style and duration as exams taken within the course.  
Resit opportunities occur at the end of each term. |
| Dissertation | Assessed on same style and duration as exams taken within the course.  
Resit opportunities occur at the end of each term. |