

Graduate Diploma in Law

Full-Time / Part-Time Study from September 2021

Programme Demands Document

July 2021

Introduction

This document is produced by The University of Law (the University) to provide information about the demands of the course for prospective students. Detailed questions about the extent of adjustments which may be made for students with support requirements 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 the full-time and part-time course commencing in September 2021. Students who enrol on the course will be subject to the course regulations in force at that time.

Details of the course/s including subject coverage and the learning environment, can be found on the University's website.

This document covers the requirements of the course/s.

Support for Students

University of Law Inclusion Plans (ULIPs)

The University has a dedicated Disability Support and Inclusion Service to assist students in accessing the programme. We encourage students to share information about disabilities and health conditions with the University as early as possible and preferably prior to starting the course so that adjustments can be put in place as early as possible. Medical and / or diagnostic evidence should be provided along with confirmation of any Disabled Students' Allowance (DSA) funding. Upon receipt of this information the Disability Support and Inclusion Service will create a University of Law Inclusion Plan which will detail any course and exam / assessment adjustments. These are then communicated to campus-based Disability Liaison Officers, tutors and assessment offices to implement the adjustments.

The University is able to provide diagnostic assessments with an Educational Psychologist for students suspecting a Specific Learning Difference (SpLD) for example: Dyslexia, Dyspraxia, 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 University of Law Inclusion Plan detailing the relevant adjustments to the course and assessments.

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 disability micro-site

<http://www.law.ac.uk/disabilitysupport-service/> or contact disabilitysupportservice@law.ac.uk

Study Skills Support

All students can access the Macmillan Skills4Study online resources via our interactive virtual learning environment, ELITE. Students can also access webinars and workshop sessions and individual one to one sessions with our Study Skills Advisors. For further information contact [studyskills-\[your campus\]@law.ac.uk](mailto:studyskills-[your campus]@law.ac.uk) (for example, studyskills-bloomsbury@law.ac.uk for Bloomsbury students)

Modes of Study

The Graduate Diploma in Law (GDL) can be studied full time over 9 months by attendance at a Campus or over 12 months through online study. Alternatively, the programme can be studied part time over two years either by attendance at a Campus (by study weekends or allocated evenings) or online.

The most popular course is the full time course starting in September and ending the following June (9 months), this course runs at most University of Law campuses and can be studied with timetabled classes over four days or two days a week at most campuses (please note that the option of Law of Organisations is likely to require attendance on Campus for an additional day when on the two day a week timetable).

The programme can be studied online through an interactive online platform with participation through online activities undertaken to a set timetable along with fellow online class students. Study is either full time over a calendar year (12 months) or part time over two years.

The programme can also be studied part time on a September start through attendance to timetabled classes on Evenings or Study Weekends.

See the chart below for details of where the different study options are offered, please note that all courses and study locations are run subject to sufficient demand.

Study Locations

Programme	Birmingham	Bristol	Chester	Exeter	Guildford	Leeds	Liverpool	London Bloomsbury	London Moorgate	Manchester	Newcastle	Norwich	Nottingham	Reading	Sheffield	Online
Full time September start – 9 months (attend)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	
Full time September start – 12 months (online)																✓
Part time September – 2 years (weekends)	✓	✓			✓			✓		✓			✓			
Part time September – 2 years (evenings)	✓					✓		✓	✓					✓		
Part time September – 2 years (online)																✓

Note Hong Kong has own year planners and classes may be held in evenings or weekends.

Summary of Key Learning Outcomes

Knowledge and Understanding

- Demonstrate sound knowledge and understanding of the legal principles relevant to the areas studied on the programme and the contexts that shape such principles.

Intellectual

- Analyse complex practical problems and accurately apply legal knowledge with supporting reasons.
- Approach a problem logically, analyse complex factual situations, evaluate a range of solutions in light of legal issues raised and make critical judgements on the merits of particular assertions.

Skills

- Conduct Independent legal research into familiar and unfamiliar areas, retrieve relevant data, using a variety of primary and secondary sources (both hard copy and online), providing accurate and precise conclusions.

- Use language proficiently and present knowledge and an opinion in a way that is succinct, accurate, grammatically correct and comprehensible to others both orally and in writing.
- Utilise technology effectively for the purposes of research and the presentation or communication of information.
- Demonstrate a basic ability to use, present and evaluate data presented in numerical or statistical form and derive appropriate conclusions.
- Work capably within a team and become an effective participant who is able to contribute to group tasks.
- Demonstrate self-analysis and active personal development planning; and
- Assume responsibility for the continued development of their own learning.

Preliminary Knowledge

Generic skills associated with the attainment of a recognised first degree in a non-law discipline consistent with the Framework for Higher Education Qualifications in England, Wales and Northern Ireland level 6 awards. Including;

- Ability to acquire through study coherent and detailed knowledge of a new subject.
- Ability to deploy accurately established techniques of analysis and enquiry within a discipline.
- Conceptual understanding that enables student to devise and sustain arguments and/ or solve problems using ideas and techniques.
- An appreciation of the uncertainty, ambiguity and limits of knowledge.
- Ability to manage own learning to make use of scholarly reviews and primary sources.

A sufficient command of English to follow the course to a successful conclusion (a score of 6.5 or above in all subjects of the IELTS test).

Pre-Course Demands

Pre- course online study on the English Legal System (approx. 40 hours) should be completed in the three weeks prior the course.

Learning Environment

Course framework

There are nine modules on the GDL programme, all of equal credit rating, but the number of modules studied at any time and the order of study varies depending on the course taken.

Full Time -September start - 9 months attendance study only

Nine modules studied across two semesters, with the spring semester being slightly longer. Four modules are studied in the autumn semester and five modules in the spring semester. Each module is assessed at the end of the semester in which it was studied.

Part Time September start - attendance (Evenings or Weekends) and online

Nine modules studied across two academic years (four semesters). Two modules are studied each semester and the ninth module (research based option) is either self-study or study online is spread across the two academic years. Each module is assessed at the end of the last semester in which it was studied.

Full Time September start - 12 months online only

Nine modules studied across two semesters with a shorter summer term in the end. Three modules are studied in the autumn semester, three modules are studied in the spring semester and two modules in the shorter summer term. The ninth module (research based option) is started in the spring semester and completed at the end of the summer term. Each module is assessed at the end of the semester or term in which it was studied.

Learning Model

The GDL is a very demanding course covering a broad syllabus in a short period of time, so students will need to get to grips with a number of new complex concepts and a large knowledge base within a short space of time. The material assumes that the students (as post graduate) are already a skilled learner and will be able to devise their own strategies for covering extensive amounts of reading. The programme is devised around a structure learning pattern covering new topics and concepts each week through a cycle of learning of self-guided Preparation, Engagement with fellow students and a tutor, either in attendance at a workshop or through a range of online activities and followed up with self-guided Consolidation activities.

Preparation

Preparation for workshops (or engage activities online) is up to 24 hours a week for full time study or 12 hours a week for part time study. This is mostly reading and working through the study Manual for each module but also includes some media, online library research and self-study activities provided on-line via the ELITE system (at University or at home using Broadband). Students may also be asked to complete Test and Feedback exercises via the ELITE system (at University or at home using Broadband) to test their understanding of material covered.

Workshop (attendance) or Engage Activities (online)

For attendance study, students attend Workshops sessions of approximately 20 students, these are based around group activities, facilitated by a tutor and are two hours in length.

For online study, students are placed, through an online learning platform, in an online class of

approximately 20 students for each module. Within that module platform there are 8/9 units of study to be completed for that module (usually one unit each week for the module). Each unit of study has learning activities divided into three folders Prepare, Engage and Consolidate. The Engage folder contains learning activities to be undertaken both individually and as part of a group along with fellow online students in the class using specified online tools. These activities may take 4 to 5 hours to complete online and require collaborative learning with fellow classmates and will be facilitated or reviewed by a tutor. The online activities are asynchronous (meaning they are not delivered live) and will need to be completed with fellow online students each week as highlighted in the year planner.

There are three live tutor sessions per module – an Introduction, a Review of the Practice Test approximately halfway through the module, and a Consolidation session. These sessions are recorded. Other than these sessions, online delivery is not a live environment but an asynchronous study method.

Workshop sessions for attendance and Engage online learning activities for online study are based on the same concept of learning by doing and require students to actively engage with learning activities requiring analysis, evaluation and problem solving.

Consolidation

Students are expected to undertake up to 12 hours a week for full time study or 6 hours a week for part time study, consolidating their knowledge and skills, this includes completing self study consolidation media (online and part time study) or attending consolidation lectures (for 2021 these will be held online) for full time attendance students. Note consolidation lectures sessions for 2021 will be held live through attendance at an online Collaborate class usually 60 or more students, delivered by a tutor and one hour in length. For part time and online students, the same content is delivered through a range of online learning tools which can be undertaken at any time.

Participation in practice-related activity is not a requirement of the GDL but is actively encouraged to improve employment prospects. Activities such as mooting, a business game or StreetLaw are offered in Campus. (Some practice-related activities will involve presentations to community groups or other students).

Students are expected to participate fully in all workshop / online group activities and practice-related activities and carry out self-study for preparation and consolidation as directed.

Attendance requirements

Specific attendance requirements at Campus (including Virtual Campus for online study) vary depending on the course selected, however the semester and summer term lengths and assessment points are the same for all courses on the GDL programme.

The autumn semester comprises of twelve weeks of tuition, plus two weeks for revision and two weeks for examinations finishing mid-January. In addition there is one week's holiday for Christmas. The spring semester comprises of fifteen weeks of tuition plus two weeks for revision and two weeks for examinations. In addition there is a two week break for Easter. For those courses where there is a summer term, this comprises of nine tuition weeks with no breaks plus two weeks revision and one week of exams.

Students must attend at the relevant University Campus (Online Elite Portal) in tuition weeks and

attend scheduled examinations in Campus (nominated Campus for Online) in exam weeks. Attendance is not required during holiday and revision weeks. Please note that attendance at Workshops / participation in online class activities is compulsory and will be monitored.

September start - Full Time attendance

- Study period is last week in September to following June (38 weeks)
- Must attend at the relevant University Campus up to four days (two days at some Campuses) a week in tuition weeks and for your scheduled examinations (may be any day in the exam weeks).
- Attendance at both workshops on campus and lectures online is compulsory
- An average week is three lectures and three workshop but some weeks will be four lectures and four workshops

The indicative week on this course is as follows:

Learning format	Hours
<i>Preparation (self-study prior to workshop)</i>	24
<i>Workshop</i>	6
<i>Consolidation lectures</i>	3
<i>Personal Consolidation</i>	12
Total	45

This course may be taken on a four day or, at some campuses, on a two day timetable

Four day timetable

- Each day will involve two or three hours tuition
- Average student day: one lecture and one workshop

Two day timetable (*note if take Law of Organisations option will require attendance for additional day*)

- Each day will involve four to five hours tuition
- Average student day: one or two lectures and up to two workshops

September start - Part time attendance (Evenings)

- Study period is September to the following June (38 weeks) each year for two years.
- Induction takes place over two evenings in the first week and is compulsory.
- Must attend at the relevant University Campus for scheduled workshops in Evenings in tuition weeks and for scheduled examinations (may be any day in the exam weeks).
- Workshops will usually be two evenings a week, spread across the semesters but for three weeks will be one evening per week and in the longer spring semester there will be also a consolidation week in the 15 week tuition period.
- Attendance at workshops and completing consolidation media is compulsory
- Average student evening: one workshop
- Average study pattern of two evenings per week with allocated consolidation and preparation weeks

The indicative week on this course is as follows:

Learning format	Hours
<i>Preparation (self-study prior to workshop)</i>	12
<i>Workshop</i>	4
<i>Consolidation media</i>	2
<i>Personal Consolidation</i>	4
Total	22

September start - Part time attendance (Weekends)

- Study period is September to the following June (38 weeks) each year for two years.
- Induction takes place on one weekend day and is compulsory
- Must attend at the relevant University Campus for scheduled workshops on both the Saturday and Sunday on study weekends and for scheduled examinations. Please note that the exams will be on week days and may be any day in the exam weeks.
- There are five study weekends spread across the semesters in a 2 or 3 week pattern over the tuition period, ie 10 days per semester.
- Attendance at workshops and completing consolidation media is compulsory
- Average student weekend: four workshops with two workshops on the last or first weekend
- Average three week study pattern: four workshops followed by four online pieces of consolidation media with allocated preparation and consolidation activity.

The indicative three - week cycle on this course is as follows:

Learning format	Hours
<i>Preparation (self-study prior to workshop)</i>	36
<i>Workshop</i>	8
<i>Consolidation media</i>	4
<i>Personal Consolidation</i>	12
Total	60
Average per week	20

September start (22 months) Part time online

- September start: study period is September to the following June (38 weeks) each year for two years (22 months).
- Induction takes place Online at the start of the course to introduce the online learning platform via the ELITE system (can be accessed at home using broadband). Induction is compulsory. There is no live event for induction; it is delivered through a specifically designed module containing recordings, written information and other online tools.
- Students are placed within an online class for each module with fellow students and an allocated tutor via an online platform for that module. Students must participate in all allocated online activities within the online class for the module in accordance with the year planner. The "class" is an asynchronous one with occasional live sessions (three per module).
- Must attend a nominated physical Campus for scheduled examinations. Please note that the

- exams will be on week days and may be any day in the exam weeks.
- Participation in the online class learning Engage activities and completion of consolidation media is compulsory
 - Average student week: Complete a unit (Prepare, Engage and Consolidate) for two modules

The indicative week cycle on this course is as follows:

Learning format	Hours
<i>Prepare (self-study prior to class engage)</i>	8
<i>Engage activities (within class platform)</i>	10
<i>Consolidate (including media)</i>	4
Average per week	22

Full Time September start - 12 months online only

- Study period for September start is September to the following September (53 weeks). The course runs over the spring and autumn semesters and the shorter summer term in June to August.
- Induction takes place Online at the start of the course to introduce the online learning platform via the ELITE system (can be accessed at home using broadband). Induction is compulsory. There is no live event for induction; it is delivered through a specifically designed module containing recordings, written information and other online tools.
- Students are placed within an online class for each module with fellow students and an allocated tutor via an online platform for that module. Students must participate in all allocated online activities within the online class for the module in accordance with the year planner. The “class” is an asynchronous one with occasional live sessions (three per module).
- Must attend a nominated physical Campus for scheduled examinations. Please note that the exams will be on week days and may be any day in the exam weeks.
- Participation in the online class learning Engage activities and completion of consolidation media is compulsory
- Average student week: Complete a unit (Prepare, Engage and Consolidate) for three modules in semesters (with breaks) or for two modules (without break) in summer term.

The indicative week cycle on this course is as follows:

Learning format	Hours
<i>Prepare (self-study prior to class engage)</i>	12
<i>Engage activities (within class platform)</i>	15
<i>Consolidate (including media)</i>	6
Average per week	33

Assessment Demands

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

If appropriate medical evidence is accepted (a minimum of four weeks prior to the start of any assessment period), we may be able to provide adjustments for assessments including re-scheduling assessments in the programme 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.

Summary of Assessment Demands

The following tables set out the duration, style and number of assessments.

Informal Assessments (formative)

Examinations	Number, style and duration of assessments
Tests in all of: EU Law Public Law Criminal Law Tort Contract Law Land Law Equity & Trusts	<ul style="list-style-type: none">• Online and open book tests with Statutory Extracts provided• One hour each• Students sit mid-module in the semester or term in which the module is studied. Portal open for one week (FT) or two weeks (PT) for students to decide when take the test

Formal Assessments (summative)

Examinations	Number, style and duration of assessments
Legal Method (part of Ethics and Professional Legal Practice)	<ul style="list-style-type: none"> • Open-book Multiple Choice examination • 30 minutes • Early in the first semester* must complete within first year of study regardless of approved absences.
Final Exams of: EU Law Public Law Criminal Law Tort Contract Law Land Law Equity & Trusts	<ul style="list-style-type: none"> • Online, open- book examinations with Statutory Extracts provided • Three hours for each • In the examination weeks at the end of the semester or term in which the module is completed.

Coursework	Number, style and duration of assessments
Ethics and Professional Legal Practice	<ul style="list-style-type: none"> • Written Assessment (2,000 words) • Submitted at the end of the first semester
Research Project OR Law of Organisations problem based report	<ul style="list-style-type: none"> • Written Assessment (4,500 words) • Submitted at the end of your final semester or term <p>OR</p> <ul style="list-style-type: none"> • Written Assessment (2,000 words) • Submitted at the end of your final semester or term

Potential Resit Assessments:

Resit Assessments (if required)	Number, style and duration of assessments
Examinations	<ul style="list-style-type: none">• Assessed on same style and duration as exams taken within the course.• Main resit period shortly after completion of the course ie August (September start).• Additional Resit opportunities available after confirmed prior results at end of each semester/ term in January, June and September. Note not all subjects are available at every sitting outside main resit periods.
Coursework	<ul style="list-style-type: none">• If taken in following year, assessed in same style and format as coursework taken within the course.• Limited period for completion where coursework attempted, at the candidate's option, during the three months following the course

Assessment and learning adjustments

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 or concessions given, in order successfully to complete the GDL all students are required, under the regulations, to pass all elements of the programme within three years of commencing the course where has studied full time or four years of commencing the course where have studied part time. If a student runs out of time they are deemed to have failed the course.

Digital and technological resources and requirements

Introduction

For general computer hardware, students are recommended to have access to a computer which can access the latest browsers (see below). This will enable them to access wider institutional software, including Microsoft OneDrive, Blackboard Collaborate Conferencing System, Panopto Multimedia Player and the Library Systems. The computer (laptop or desktop) should be multimedia enabled with a webcam. Students are also recommended to have a headset with built-in microphone.

In addition, for online assessments students should have a stable connection to the internet and be able to work in and save documents to their PC using **Microsoft Word**.

What is an illustrated (Minimum) specification?

Operating System

- Windows 10, macOS 10.13+

Processor

- Intel i3/AMD

RAM

- 8GB

Storage

- 256GB

Camera

- Minimum 640 x 360 resolution

Microphone

- Separate headphone set

Internet enabled

- Wifi 2.4GHz or 5GHz

Browsers

- Google Chrome Firefox Safari Microsoft Edge

Internet access

The learning model will require you to collaborate and interact online, this includes for online assessments. Therefore, if you are using a laptop we would recommend that you are able to connect this to your Internet Router and use an Ethernet cable.

What software will I likely use at the University of Law?

At the University of Law we use a number of core learning technologies within our learning, teaching and assessment models. The following lists key systems with links to their required technologies:

Blackboard Learn Ultra

- https://help.blackboard.com/Learn/Student/Ultra/Getting_Started/Browser_Support

Blackboard Collaborate Ultra

- https://help.blackboard.com/Collaborate/Ultra/Participant/Get_Started/Browser_Support

Respondus

- <https://web.respondus.com/he/lockdownbrowser/resources/>

Panopto

- <https://support.panopto.com/s/article/Learn-About-Viewing-Requirements>

Can I use a Chromebook?

Currently, we do not recommend a Chromebook as these are not fully supported by all our Digital Assessment platforms.

Typing

To be able to effectively sit online assessments, it is expected that students have a typing speed of 30-40 words per minute, the average typing speed for adults. This will enable them to successfully complete the assessments within the given timeframe. If students are unsure as to the speed of their typing, they may wish to self-assess their typing speed by using the following online tool:

<https://10fastfingers.com/typing-test/english>

It is recommended that an external Bluetooth or wired keyboard should be utilised, as this provides a better typing position. Students may also wish to investigate the use of ergonomic keyboards, if required.

