

Newcastle Programme Specification MR12

1	Awarding Institution	University of Newcastle upon Tyne
2	Teaching Institution	University of Newcastle upon Tyne
3	Final Award	BA(Hons)
4	Programme title	German and Politics
5	Programme accredited by	n/a
6	UCAS Code	LR22
7	QAA Subject Benchmarking Groups	Languages and related studies, Area Studies Politics and International Relations
8	Date of production/revision	June 2004

9 Programme Aims:

The broad educational aims of the programme are:

*to foster intercultural awareness and understanding (an appreciation both of internal diversity and of transcultural connectedness of cultures), and an attitude of curiosity and openness towards different cultures.

*to provide students with knowledge and skills that prepare them for further intellectual development and further independent study.

*to provide a flexible programme of study through variety of student choice within an informed advisory framework.

*to give students the opportunity to spend time studying or working abroad in a country/countries where German is spoken.

*to broaden and deepen the student's understanding of the nature and significance of politics.

*to develop and deepen the student's appreciation of the diversity of the discipline in terms of both content and approaches.

*to offer an environment informed by research and scholarship in which students can learn about politics from knowledgeable staff, their own study and from discussion with fellow students.

*to enhance students' cognitive skills, including analysing and presenting information and developing a reasoned argument; and core skills such as adaptability, planning and organisation.

*to allow students to specialise within the two disciplines according to their interests.

The programme aims to produce graduates with the following qualities:

*proficiency in receptive (reading and listening), productive (writing and speaking), and mediating skills in German and, where chosen, Dutch.

*competence in a range of key skills, including oral and written communication, oral presentation, organisation, adaptability and flexibility, self-study skills for language learning, and IT skills.

*knowledge and understanding of a selection of the following: area studies, cultural studies, history, linguistics, literary studies; national and international politics, political thought, politics and culture.

*awareness of how literature and language produce and reflect cultural change and difference.

*a capacity for particular cognitive skills, such as information gathering, synthesis, and analysis.

*familiarity with a multi-faceted nature of the disciplines and their complex relationship to other disciplines and forms of knowledge.

*the linguistic competence and expertise to enable them to operate in organisations with an international dimension.

The programme aims to meet fully the requirements of the Quality Assurance Agency (QAA) Benchmark statement for Languages and Related Studies as well as the criteria for an honours degree laid down in the QAA's national Qualifications Framework.

10(a) Programme Intended Learning Outcomes:

A Knowledge and understanding of

- 1 the lexis, grammatical structures, registers and usage of German to Honours level (H) and of Dutch, where chosen, to ALTE level 2/3¹
- 2 aspects of the history, society, culture and linguistic development of a German-speaking country
- 3 certain areas of specialist study, according to module selection, in area studies, cultural studies, history, language, linguistics, literary studies and politics of a German-speaking country or countries; and of national and international politics, political thought, politics and culture; specialist areas in politics and German studies.
- 4 intercultural awareness and understanding (an appreciation both of internal diversity and of transcultural connectedness of cultures).
- 5 an in-depth knowledge appropriate to undergraduate level, of a self-chosen aspect of study.
- 6 major aspects of political systems and other key aspects in the study of politics which may include international politics and political thought.

B Subject-specific/professional skills

- 1 Receptive (reading and listening) and productive (writing and speaking) skills in German to degree level and of Dutch, where chosen, to ALTE level 2/3.
- 2 The ability to perform a range of communicative tasks.
- 3 Mediating skills – the ability to translate non-technical texts from and into the target language.
- 4 The ability to make effective use of language reference materials, such as grammars, dictionaries and corpora.
- 5 Self –study skills for language learning.
- 6 The capacity to make effective use of a wide range of information sources, including qualitative and quantitative data, library, internet and other electronic sources, and governmental and non-governmental information.

¹ ALTE = Association of Language Testers in Europe. The levels of achievement (from Breakthrough Level to Level 5) defined by the ALTE are anchored to the Council of Europe Framework (CEF) of 1996.

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C	<u>Cognitive skills</u>
1	The ability to gather, synthesise and evaluate information.
2	The ability to undertake independent, critical analysis of arguments and evidence.
3	The ability to organise and present ideas within the framework of a structures, informed and reasoned argument, oral or written.
4	The ability to apply appropriate methodologies to specialist areas of study.
5	For students opting to write a dissertation – the ability to design a research project and select and employ appropriate research methodologies.
D	<u>Key (transferable) skills</u>
1	The ability to communicate clearly and effectively, both orally and in writing.
2	Oral presentation skills.
3	Organisational skills: the ability to manage one’s time, make plans and set priorities in order to achieve an objective.
4	Interpersonal skills: the ability to work creatively and flexibly with others as part of a team, and, in the case of the intercalary project, the ability to conduct an effective interview.
5	The ability to adapt and to operate effectively and on one’s own initiative within different cultural environments.
6	The ability to use library and bibliographic research resources.
7	Analytical and problem-solving skills.
8	Effective use of IT, such as word-processing, email, databases, online environments and the use of the Internet as a research and study tool.

10(b) Programme Intended

Teaching and Learning

Learning Outcomes:

Methods and Strategies

A Knowledge and understanding

The primary means of imparting knowledge and understanding in German, and Dutch where chosen, (A1) is via a mix of communicative, student-centred language teaching methods and formal linguistic instruction. In Politics, and in optional modules in Spanish, knowledge and understanding are generally conveyed (a2-8) through lectures supplemented by handouts and sometimes by other visual media, such as videos and web sources and seminars which guide students towards independent reading and enable students to self-assess and develop their learning through: group discussion, take-home tasks; guided self-teaching activities using language centre and web-based materials; e-mail discussion and e-mail based group working; the preparation of presentations and/or reports.

A4 is developed initially within the communicative language training framework and is further enhanced by options in international politics and culture as well as by the learning experience of the

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student's year abroad. One-to-one tutorials on dissertations provide academic guidance in adding depth to subject knowledge (A5).

B Subject-specific/professional skills

Learning outcomes B1-2 are achieved via communicative, student centred skills training, (e.g. developing and practising reading skills, enhancing listening skills through language laboratory work, analysing and practising different writing skills, conducting oral discussion and presentation, both individually and as part of a team), formal grammar instruction (e.g.) guided study, drills and exercises, and use of IT resources).

B1-2 skills may be further enhanced by delivery of specified modules in the target language and in workshops and debates in Politics modules at Stage 1. These skills in relation to the production and reception of German are developed and consolidated during the year abroad.

B3 is achieved by: guided translation into and out of the target language, and analysis of translation techniques; reading for gist exercises; summary and evaluation of texts in German, working in German and English. It may also be developed in workshops and debates in Politics modules at Stage 1.

B4-5 are achieved in the teaching of B1-3 in relation to language, and further enhanced by study skills sessions as detailed in section 13 (below). Self-access language learning is also encouraged in order to further both B4 and B5.

The opportunity to carry out independent research allows students to apply and practise research skills (B6). The professional skills involved in B6 and their application to the study of politics are taught through lectures, seminars, workshops, exercises, and debates in skills modules at Stage 1. Student presentations and essays require effective extraction of information.

C Cognitive skills

C1-4 skills are developed through seminar preparation, the presentation and evaluation of arguments and evidence, group discussion, and written assignments. They are inherent in the nature of the subjects taught and of their sub-areas of knowledge. C5 is developed through one-to-one tutorials to facilitate the development of independent study and research skills through student self-evaluation.

D Key (transferable) skills

D1 is enhanced through seminar presentations and discussions, through written assignments, times examinations, projects (where chosen), and debates. In the case of language modules, the skills are developed through communicative skills training.

Skills D2-3 and D6 & D7 are practised through seminar preparation and presentation, discussions and debates.

D3 and D6-7 are further developed through written assignments and examinations and via research-based modules.

Written examinations test and develop D1, 3 and 7 in combination.

D4 is developed through team presentations and projects (including the intercalary project).

D5 is developed initially through communicative language training, and is later enhanced during socio-cultural issues of historical and topical significance.

D8 is taught in optional Study Skills modules, is introduced in compulsory induction sessions, and is further enhanced through the use of IT resources in language teaching and as an organisational tool for certain modules in both German and Politics.

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10(c)	Programme Intended	Assessment Strategy
	<p data-bbox="331 271 574 304">Learning Outcomes:</p>	<p data-bbox="715 271 874 304">and Methods</p> <p data-bbox="225 331 667 365">A <u>Knowledge and understanding</u></p> <p data-bbox="225 394 1356 483">Knowledge and understanding of German (and Dutch where chosen) (A1) assessed by: written continuous assessment and class tests (evaluating student understanding and progress); unseen written, aural and oral examinations.</p> <p data-bbox="225 488 1356 577">Outcomes A2-8 are assessed by essay and /or unseen written examination, oral presentation, debates, portfolios, and/or projects (according to module selection) requiring independent, critical analysis and application of intellectual models, principles and theories.</p> <p data-bbox="225 582 1356 638">Outcome A4 is assessed during the year abroad by a personal learning record, and in some cases an intercalary project.</p> <p data-bbox="225 642 691 676">Outcome A5 is assessed by a dissertation.</p> <p data-bbox="225 703 715 736">B <u>Subject-specific/professional skills</u></p> <p data-bbox="225 766 1356 855">B1-3 are assessed by written continuous assessment and class tests (evaluating student progress) and unseen written examination (reading, writing and translating skills), aural examination (listening and writing skills) and oral examination (listening and speaking skills).</p> <p data-bbox="225 860 715 893">Skills B4 and B5 are not formally assessed.</p> <p data-bbox="225 898 1356 976">B6 is assessed either formatively or summatively in all forms of presented work and forms one of the bases of differentiation between classes of performance on the common marks scale and descriptors used in the University.</p> <p data-bbox="225 1003 512 1037">C <u>Cognitive Skills</u></p> <p data-bbox="225 1041 1356 1155">C1-4 are assessed by means of course work (e.g. essays, exercises, debates, simulations, projects, portfolios, oral presentations) and unseen written examinations. They are also assessed as part of oral examinations in German. They are also be assessed by dissertations, which principally involves the assessment of C5.</p>

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D Key (transferable) skills

D1 is assessed by essay, dissertation, projects and unseen written examination, (written communication), while both D1 and D2 are assessed via assessed seminar presentations and oral examinations (oral communication).

D3 and D6-7 are assessed in a number of ways, including written assignments, unseen examinations, assessed seminar preparation, projects, and presentations, self-directed language coursework and (implicitly) in preparation for language classes.

D4 is assessed via team presentations and projects (including the intercalary project, which involves a transcribed interview).

D5 is assessed via the personal learning record produced during the year abroad and in project work.

D8 is assessed in a number of ways including the preparation of written assignments, seminars, and in certain modules which implicitly assess the use of the web as a source of study materials.

11 Programme curriculum, Structure, and Features:

The programme is studied over four years full-time based on 30 weeks attendance per annum. Stages 1, 2 and 4 of the programme are spent in residence attending the University of Newcastle; Stage 3 is an intercalary year during which students are resident in a German speaking country either as a teaching assistant or as a university student or on a work placement.

Each year or stage requires the study of modules with a total credit value of 120. 10 credits of module study represent 100 hours of student work, including lectures and other teaching (such as seminars), private study, preparation of coursework and exam preparation and revision. Larger modules are proportionately heavier in their work content. Modules are generally 10 or 20 credits in weight, although those undertaken during the intercalary year are 20 and 100 credits.

In each Stages 1, 2 and 4 students are required to study 20 credits of compulsory practical language modules in German. At Stage 1 these modules are deemed to be core for the purposes of progression to Stage 2.

German language teaching is conducted almost exclusively in the foreign language; content courses are taught in a combination of German and English, varying from module to module and from year to year. While most of the modules are open to all students at all stages, some (in medieval studies and Dutch) have a pre-requisite requiring study of a related course in a previous year.

At Stage 1, students develop the language skills of reading and writing, listening and speaking as well as following a range of introductory modules. Students take 20 credits of language modules in German Language, providing knowledge and understanding of the German language and its cultural context as well as the foundations of subject-specific skills (outcomes A1, 2, & 4, B1-5). A further 100 credits are made up from (a) the School of Modern Languages' first-year introductory courses in history, politics, literature, linguistics, and (b) the School of Social Sciences' introductory modules in political thought, political systems and international politics.

These modules enhance knowledge and understanding of the language and of specialist area (outcomes A2, A3) as well as providing an introduction for cognitive skills (C1-3) and effective practice in key transferable skills (especially outcomes D1-4).

At Stage 2, 20 credits of compulsory German General Language are taken, and additional credits are chosen from options covering (a) linguistics, literature and Dutch; and (b) Politics modules which extend the three core areas of political systems, political thought and international politics (A2-A6) while options permit more specialised study (A5). Students continue to develop the language skills of reading, writing, listening, speaking and translation; language modules are designed to develop these skills in preparation for the forthcoming Year Abroad (outcome A1, 2, & 4, B1-5), practise cognitive skills in the target language (C1-3) as well as key transferable skills (D1, 2 & 4 & 6).

The optional modules develop knowledge and understanding of German in relation to specialist areas of study (A2-3), and of key areas of knowledge in Politics while at the same time providing a sufficient introduction to critical skills and methodology appropriate to the area (C1-4) and further advancing key transferable skills (especially outcomes D1-2, 607).

There are three possibilities for the Intercalary Year, Stage 3:

- working as an English Language Assistant in a school, (paid an allowance which is sufficient to live on);
- pursuing a course of study at a university;
- employment in an approved work placement (varying rates of pay).

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The Year Abroad is fully accredited and assessment is by means of a personal learning record (100 credits) plus either an intercalary project (20 credits) or marks achieved at the host university (to a total of 20 credits). While all aspects of knowledge, understanding and language skills will be developed and understanding (A4), for developing self-study skills for language learning (B5), for developing organisational and interpersonal skills (D3-5); students preparing a dissertation will have the opportunity to develop knowledge and cognitive skills in the area too (A5, C5).

The language modules at Stage 4 (20 compulsory credits) are taught on the basis that students have reached a very high level of competence during their year abroad. The emphasis now is on sophisticated use of language in all skills (A1, 2 & 4, B1-5) as well as the cognitive abilities of analysis and structured argumentation (C2-3). Opportunities to practise mediating skills are available through translation courses (B3). A range of options designed to deepen understanding of German linguistic and cultural contexts and of politics in specialised areas (A5), which may extend across one or more of the three core areas (A2-A6), take the cognitive skills to a much higher level of development, including greater emphasis upon independent analytical skills, use of appropriate methodologies and problem-solving skills (C1-4, D1-3 & 5-7). Students must choose a dissertation in German or Politics and there develop their knowledge and understanding as well as their subject-specific, cognitive and transferable skills over a broad range of outcomes (A2, 3, & 5, B1 & 4, C1-5, D1, 3, & 5-7).

Units of Study	Credits	Learning Outcomes	Progression Requirements	Com/Core/Opt
<u>Stage 1</u>				
GER171	20	A1,A4,B1-5,C1,D1-5		Com
GER116	20	A2-4, C1-3, D1, D3, D6-8		Opt.
SML118	20	A2-3, C1-3, D1-4, D6-8		Opt.
SML119	20	A1-4, C1-2, C4, D1, D3 D6-8		Opt.
SML120	20	C1-4, D1-3, D6-8		Opt.
POL121	20	A6, C1, D1, D3, D6-8		Com
POL122	20	A6, C1, D1, D3, D6-8		Opt.
POL123	10	A6, C1, D1, D3, D6-8		Opt.
POL129	20	A6, C1, D1, D3, D6-8		Opt.
POL130	10	A4, A6, C1-3, D1, D3, D6-8		Opt.
POL132	20	A6, C1-3, D1, D3, D6-8		Opt.
<u>Stage 2</u>				
GER261	20	A1,A4,B1-5,C1,D1-5		Com.
GER231	20	A3, B1-5, D1-3, D5, D8		Opt.
GER234	20	A1-4, C1-4, D1, D3, D6-8		Opt.
GER235	20	A1-4, C1-3, D1-4, D6-8		Opt.
GER236	20	A2-4, B1, C1-2, D1-3, D6-8		Opt.
GER237	20	A2-3, B1, C1-3, D1-2, D4, D6-8		Opt.
GER263	20	A2-4, B1, C1-2, D1-3, D6-8		
POL207	10	A6, B6, C1-3, D1-3, D6-8		Opt.
POL208	10	A6, B6, C1-3, D1-3, D6-8		Opt.
POL215	10	A6, B6, C1-3, D1-3, D6-8		Opt.
POL216	10	A6, B6, C1-3, D1-3, D6-8		Opt.
POL222	20	A6, B6, C1-3, D1-3, D6-8		Opt.
POL228	10	A6, B6, C1-3, C5, D1, D3, D6-8		Opt.
POL261	10	A4, A6, B6, C1-3, D1-3, D6-8		Opt.
POL263	10	A4, A6, B6, C1-3, D1-3, D6-8		Opt.
POL264	20	A6, B6, C1-4, D1-3, D6-8		Opt.

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POL270	10	A6, B6, C1-3, D1-3, D6-8	Opt
POL273	10	A6, B6, C1-3, D1-3, D6-8	Opt
POL275	20	A4, A6, B6, C1-3, D1, D3, D6-8	Opt
<u>Stage 3</u>			
SML304	100	A1,A2,A4, B1, B2, B5 D1,D3,D5,D8	Com
SML305	20	A1,A2,A3 A4,B1,B2 B4,B5,C1 C2,C3,C4 D1, D3-8	Opt
SML306	20	A1,A2,A3 A4,B1-5,C1-4 D1-3,D5-8	Opt
<u>Stage 4</u>			
GER461	20	A1,A4,B1-5,C1, D1-3, D5-8	Com
GER235	20	A1-4, C1-3, D1-3, D4, D6	Opt.
GER263	20	A2-4, B1, C1-2, D1-3, D6-8	Opt.
GER402	20	A1-4, C1-2, C4, D1, D3, D6-8	Opt.
GER403	20	A2-3, B1, C1-3, D1-4, D6-8	Opt.
GER404	20	A3, B1-5, D1-3, D5, D8	Opt.
GER405	20	A2-4, B1, C1-2, D1-3, D6-8	Opt.
GER499	20	A2-3, A5, B1, C1-5, D1, D3, D6-8	Opt.
POL307	10	A6, B6, C1-5, D1, D3, D6-8	Opt.
POL314	10	A4, A6, B6, C1-5, D1, D3, D6-8	Opt.
POL324	20	A4, A6, B6, C1-4, D1-3, D6-8	Opt.
POL329	20	A6, B6, C1-4, D1-3, D6-8	Opt.
POL330	20	A6, B6, C1-4, D1, D3, D6-8	Opt.
POL333	40	A6, B6, C1-5, D1, D3, D6-8	Opt.
POL334	20	A4, A6, B6, C1-4, D1, D3, D6-8	Opt.
POL336	20	A6, B6, C1-5, D1, D3, D6-8	Opt.
POL339	20	A6, B6, C1-4, D1-3, D6-8	Opt.
POL350	20	A6, B6, C1-4, D1-3, D6-8	Opt.
POL353	10	A6, B6, C1-4, D1-3, D6-8	Opt.
POL354	10	A6, B6, C1-4, D1-3, D6-8	Opt.
POL357	10	A4, A6, B6, C1-5, D1, D3, D6-8	Opt.
POL358	10	A4, A6, B6, C1-5, D1, D3, D6-8	Opt.
POL360	10	A6, B6, C1-4, D1-D3, D6-8	Opt.
POL362	10	A6, B6, C1-5, D1, D3, D6-8	Opt.
POL363	20	A6, B6, C1-5, D1, D3, D6-8	Opt.
POL364	20	A4, A6, B6, C1-5, D1-D3, D6-8	Opt.
POL366	10	A6, B6, C1-5, D1, D3, D6-8	Opt.
POL372	20	A6, B6, C1-4, D1-D3, D6-8	Opt.
POL373	20	A4, A6, B6, C1-4, D1-D3, D6-8	Opt.

12	Criteria for Admission:
<p><u>GCSEs required</u> All candidates must satisfy the University's General Entrance Requirements and Matriculation Regulations at http://www.ncl.ac.uk/calendar/</p>	
<p>A- <u>Level Subjects and Grades</u></p>	
<p>ABC/BBB at GCE A level. Applicants with an AS level in the target language (at least grade B) will be considered.</p> <p><u>Alternative entry qualifications</u> AVCE (Double Award) accepted if offered with an A level. BBBB at Higher Grade. Combinations of Highers and Advanced Highers accepted. For candidates offering Access courses, modules in Arts and Social Sciences desirable (where graded, at Credit level)</p> <p><u>Admissions Policy</u> The admissions policy is based on a number of considerations: the applicant's predicted grades (if he or she has not yet sat her exams); the applicant's school or college reference; the applicant's personal testimonial; the applicant's earlier academic performance (e.g. his or her GCSEs). The programme welcomes applications from both A level candidates and non-standard entrants (Partners Programme candidates, Mature Students, Access Courses).</p> <p><u>Arrangements for non-standard applicants</u> Non-standard applicants may be invited to interview depending on their qualifications and/or experience. Each application will be considered on its own merits.</p> <p><u>Any Additional Requirements</u> n/a</p>	
13	Support for Students and their Learning;
<p><u>Induction</u> In advance of the start of the year, the University sends new students a pack of information. The Department also sends pre-registration information to both new and returning students, including degree programme handbooks and module handbooks. An induction programme is held in the first week of the first year to familiarise students with the programme, staff and facilities through meetings with personal tutors, advice on module selection, briefings on arrangements and expectations for modules. A Faculty Induction meeting covering such matters as the careers service, student welfare, the library, and other services. There is also further induction at the beginning of each subsequent year including talks on careers, the Students into Schools project the Year Abroad.</p> <p><u>Study skills support</u> The Open Access Centre offers a series of Language Learning Skills workshops. The induction programme (see above) also provides Faculty-led sessions on Study Skills and IT for Stage 1 students. The School itself organises a session on oral presentations for Stage 2 students, and on essay-writing for Stage 3 students, (as part of induction). There is a compulsory Year Abroad Workshop organised jointly by the Careers Service and the School at the end of Stage 2.</p> <p><u>Academic Support</u> In addition to attending seminars and tutorials, each student is assigned a degree programme director, who provides individual academic support and guidance on issues affecting progress on the degree as a whole. All teaching staff are available in office hours to discuss academic progress with students; many are also available at other times and by e-mail or telephone.</p> <p><u>Pastoral support</u></p>	

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The School of Modern Languages' Pastoral Tutor and the individual Degree Programme Directors may be contacted in person or by e-mail. The undergraduate handbook makes students aware of support provided within the School, and the existence of university services such as Student Counselling.

Prior to going abroad, guidelines are issued on living and studying abroad, and a meeting is organised between outgoing students and those finalists who have recently completed their year abroad. A week-long course for students who will be working as English Languages assistants is organised during the last week of the summer term.

During the year abroad the departmental year abroad officer maintains regular email-based contact with the students, working in tandem with his/her counterpart at the host institution. Where possible, the year abroad officer also visits students whilst they are abroad.

Support for Special Needs

The Disability Unit offers advice and support regarding the particular needs of individual applicants. The School of Modern Languages' Disability Officer provides a link between the student and these support facilities. All ground floor rooms in the Politics department are accessible to wheel-chair users; access to levels 3-6 of the Old Library Building (School of Modern Languages) is by lift.

Learning resources

Most of the books, periodicals and other printed materials required by students are housed in the University Library. We believe that the subject provision within the Robinson Library is appropriate to the requirements of the curriculum, and that a high quality library service is delivered to users. The Modern Languages departments have collections of books in the departmental seminar rooms, including dictionaries, encyclopaedias, and texts on language, literature, history and society. All seminar rooms are equipped with OHPs, screens and whiteboards. Many lecture rooms are equipped with multi-media projection facilities. Each seminar room in the School of Modern Languages also contains a TV monitor which can receive foreign-language satellite programmes. The School of Modern Languages also has access to the facilities of the Language Centre, including the Open Access Centre.

There are clusters of computers located in the Robinson library, and in the old Library User Area, on the ground floor of the Old Library Building.

14	Methods For evaluating and improving the quality and standards of teaching and learning:
	<p><u>Module reviews</u></p> <p>Modules are reviewed every three years (student complete feedback questionnaires). Failing modules (with an overall score of less than 3.6) or modules with return rate of less than 60 per cent are automatically reviewed the following year.</p> <p><u>Programme reviews</u></p> <p>The programme is regularly at the Board of Studies in the presence of student representatives, in order to monitor achievement of programme aims and learning outcomes. These reviews also serve to maintain the currency of the programme.</p> <p><u>External examiner reports</u></p> <p>Content, teaching and assessment of the programme as well as output standards are regularly reviewed in the light of the Board of Examiners' meetings and external examiners' reports.</p> <p><u>Accreditation reports</u></p> <p>n/a</p> <p><u>Student evaluations</u></p> <p>On completion of each unit of the teaching programme, students complete feedback questionnaires for individual modules (see above) plus Stage questionnaires on an annual basis.</p> <p><u>Feedback Mechanisms</u></p> <p>Staff-student committee meetings are held once per semester. The minutes are reviewed at the Board of Studies in the presence of student representative.</p> <p>Faculty and University Review Mechanisma.</p> <p>Annual Monitoring and Review.</p> <p>Internal Subject Review.</p>

15 Regulation of Assessment	
<u>Pass Mark</u>	40
<u>Course Requirments</u> PROGRESS The general rule is that before passing from one Stage of the degree programme to the next students must pass all the assessments for that Stage. However, compensation for failed modules is possible in certain circumstances (see the University's progress regulations and examinations conventions).	
<u>Core Modules</u> At Stage 1, GER171 Level B German General Language is designated as "core", which means that it must be passed before students may proceed to Stage 2: In Politics there are no core modules at any stage.	
<u>Weighting of Stages</u> Work undertaken at Stage 2, 3 and 4 counts toward the final award. Work completed at Stage 4 carries double the weighting of work completed at Stages 2 and 3. If the mark gained in SML305 or SML306 at Stage 3 (both 20 credits) is greater than the marks gained in the lowest 20 credits of modules taken at Stage 2 within the School of Modern Languages, then the mark from the former will be substituted for the marks from the latter when calculating the degree average and preponderance.	
<u>Role of the External Examiner</u> The external examiner is appointed by Faculty Teaching Committee and is a distinguished member of the academic community. The external examiner reviews and approves examination questions, acts as moderator, attends the Board of examiners, and reports to the University on the comparability of output standards	

16 Indicators of Quality and Standards:	
<u>Professional Accreditation Reports</u>	n/a
<u>Internal Review Reports</u>	Internal Subject Review carried out in 1995
<u>Previous QAA Reports</u>	The School of Modern Languages received anm excellent result of 22/24 in the TQA carried out in November 1995 and the Dept of Politics 23/24 in 2001.

This specification provides a concise summary of the main features of the programme and of the learning outcomes that a typical student might reasonable be expected to achieve if she/he takes full advantage of the learning opportunities provided.
It should be noted that there may be variation in the range of learning opportunities reflecting the availability of staff to teach them. While every effort will may made to ensure that the module of modules described in the programme specification are available, this cannot be guaranteed. The accuracy of the information contained is reviewed by the University and may be checked by the Quality Assurance Agency for Higher Education.

Newcastle Programme Specification MR12

In addition, information relating to the course is provided in:

The University Prospectus

The Departmental Prospectus

The University and Degree Programme Regulations

The School's website (www.ncl.uk.sml)

The Degree Programme Handbook

QAA Subject Review Report