UNIVERSITY OF YORK

POSTGRADUATE PROGRAMME REGULATIONS
(for PGT programmes that will run under the new modular scheme)

This document applies to students who commence the programme(s) in:	September 2017
Awarding institution	**Teaching institution**
University of York	University of York
Department(s)	
Social Policy & Social Work	

Award(s) and programme title(s)	Level of qualification
MPA in Comparative Applied Social and Public Policy, Evaluation and Research (CASPPER) PGDiploma in Comparative Applied Social and Public Policy, Evaluation and Research (CASPPER) PGCert in Comparative Applied Social and Public Policy, Evaluation and Research (CASPPER)	Level 7 (Masters)

Award(s) available *only* as interim awards

Admissions criteria
2.1 degree or equivalent in relevant subject. However, applicants with relevant work experience and good academic potential will also be considered. Students for whom English is not their first language are normally expected to have achieved one of the following: IELTS: 6.5, with no less than 5.5 in any element. TOEFL: 580 (paper based), 250 (computer based), 100 (ibt). Cambridge: Certificate of Proficiency in English A and B, Certificate in Advanced English A The programme is particularly targeted at mid-careers public servants. There is an expectation that students entering the programme have some public sector or NGO experience, and interests within the areas of public management, policy advice and analysis, project leadership, research and evaluation.

Length and status of the programme(s) and mode(s) of study

Programme	Length (years) and status (full-time/part-time)	Start dates/months (if applicable – for programmes that have multiple intakes or start dates that differ from the usual academic year)	Mode		
			Face-to-face, campus-based	**Distance learning**	**Other**
MPA	FT (21 months)	Autumn	YES		

Language of study	English

Programme accreditation by Professional, Statutory or Regulatory Bodies (if applicable)
N/A

Educational aims of the programme(s)
For the MPA, Diploma and Certificate: The programme will target mid-career professionals with experience who currently work within/ who intend to become: • policy advisers and analysts • project leaders • consultants • researchers and evaluators

The programme of study has a strong comparative and international focus and will be of particular interest to public sector professionals and NGOs managers within East Asian policy environments. The programme draws across University of York expertise and networks including:

- core academic staff within the Department of Social Policy & Social Work
- specialist research units (Centre for Housing Policy and Social Policy Research Unit)
- relationships with local, national and international bodies including analysts based within local and national government and NGOs, and bodies such as the OECD, UN and WHO.

The programme will consist of modules focusing on Comparative Social Policy, Policy Analysis and Public Management.

Additionally for the Diploma (if applicable):
In addition to the above, for the diploma students need to complete a short independent study module (Applied Policy Transfer Project).

Additionally for the MPA:
Students completing at MPA level will also complete two short modules on practice-based professional learning, an Independent Study Module (Scoping Review Report) and a suite of research methods training modules.

Intended learning outcomes for the programme – and how the programme enables students to achieve and demonstrate the intended learning outcomes	
This programme provides opportunities for students to develop and demonstrate knowledge and understanding qualities, skills and other attributes in the following areas:	*The following teaching, learning and assessment methods enable students to achieve and to demonstrate the programme learning outcomes:*
A: Knowledge and understanding	
Knowledge and understanding of: *For the MPA, Diploma and Certificate:* 1. the main issues and debates current in comparative and international social policy and public management 2. the major concepts, theories and methodological approaches and forms of measurement in comparative and	Learning/teaching methods and strategies (relating to numbered outcomes): • Lecturers (1-7) • Seminars (1-6) • Workshops (1-7) • Directed reading (1-6)

international social policy and public management 3. key topics in comparative and international social policy and public management, including the differences between countries and debates about different paths of development. 4. the varied ways in which comparative social policy research might be used in policy making and implementation 5. Detailed understanding of how quantitative and qualitative methodologies may be used in social policy research *Additionally for the Diploma:* 6. How cross-national policy learning can operate in practice *Additionally for the MPA:* 7. the process of undertaking a policy focused scoping review	Types/methods of assessment (relating to numbered outcomes) • Essays and reports (1-5) • Presentations (1-6) • Independent Study Modules (1-7)

B: (i) Skills – discipline related	
Able to: *For the MPA, Diploma and Certificate:* 1. engage with major debates in the field 2. present a comparative analysis of the major issues driving policy internationally and globally 3. apply conceptual and theoretical understanding and research techniques to both specific policy fields and specific research problems 4. interpret and critically evaluate research findings 5. identify and design a manageable research topic 6. manage and schedule the appropriate stages in a research project. 7. present research and participate in debate *Additionally for the Diploma:* *Additionally for the MPA:* 8. Assemble a portfolio of relevant practice based learning; reflect on these professional practices and learning, 9. Complete an extended piece of independent scoping review	Learning/teaching methods and strategies (relating to numbered outcomes): • Lectures (1-8) • Seminars (1-8) • Workshops (1-8)
	Types/methods of assessment (relating to numbered outcomes) • Essays and reports (1-5) • Presentations (1-8) • Independent Study Modules (1-9)

B: (ii) Skills – transferable	
Able to: *For the MPA, Diploma and Certificate:* 1. present research finding and manage group discussions 2. manage time effectively 3. use up to date methods of information retrieval 4. write cogently and lucidly and to present written work of a scholarly standard *Additionally for the Diploma:* *Additionally for the MPA:*	Learning/teaching methods and strategies (relating to numbered outcomes): - Lectures (1, 3) - Seminars (1) - Workshops (1-3) - Tutorials (1-4) - Supervision (Learning mentor)(1-4)
	Types/methods of assessment (relating to numbered outcomes) - Essays and reports (1-4) - Presentations (1-3) - Independent Study Modules (1-4)

C: Experience and other attributes	
Able to: *For the MPA, Diploma and Certificate:* 1. evaluate performance 2. develop skills for self-managed life long learning 3. develop an adaptable and flexible approach to study and work 4. identify and work towards targets for personal, academic and career development *Additionally for the Diploma:* *Additionally for the MPA:*	Learning/teaching methods and strategies (relating to numbered outcomes): - Lectures (2, 3) - Seminars (1-4) - Workshops (1-4) - Tutorials (1-4) - Supervision (Learning mentor)(1-4)
	Types/methods of assessment (relating to numbered outcomes) - Essays and reports (1-3) - Presentations (1-3) - Independent Study Modules (1-4)

Relevant Quality Assurance Agency benchmark statement(s) and other relevant external reference points
(e.g. National Occupational Standards, or the requirements of Professional, Statutory or Regulatory Bodies)

the programme structure is informed by the Social Policy and Administration benchmark and the Joint University Council's MPA guidelines.

University award regulations

To be eligible for an award of the University of York a student must undertake an approved programme of study, obtain a specified number of credits (at a specified level(s)), and meet any other requirements of the award as specified in the award requirements and programme regulations, and other University regulations (e.g. payment of fees). Credit will be awarded upon passing a module's assessment(s) but some credit may be awarded where failure has been compensated by achievement in other modules. The University's award and assessment regulations specify the University's marking scheme, and rules governing progression (including rules for compensation), reassessment and award requirements. The award and assessment regulations apply to all programmes: any exceptions that relate to this programme are approved by University Teaching Committee and are recorded at the end of this document.

Departmental policies on assessment and feedback

Detailed information on assessment (including grade descriptors, marking procedures, word counts etc.) is available in the written statement of assessment which applies to this programme and the relevant module descriptions. These are available in the student handbook and on the Department's website.

Information on formative and summative feedback to students on their work is available in the written statement on feedback to students which applies to this programmes and the relevant module descriptions. These are available in the student handbook and on the Department's website.

Diagrammatic representation of the programme structure, showing the distribution and credit value of core and option modules

MPA

Year 1		
Autumn Term	Social Policy Analysis (20 Credits)	Comparative Social Policy Methods (20 Credits)
Spring Term	Globalisation and Social Policy (20 Credits)	Comparative Social Policy – Governance, Management and Delivery (20 Credits)
Summer Term Summer Vacation	Applied Policy Transfer Project (40 Credits)	Practice-focussed professional-learning 1 (10 credits)
Year 2		
Autumn Term	Introduction to Social Research Methods (20 Credits)	Practice-focussed professional-learning 2 (10 credits)
Spring Term	Advanced Quantitative Methods (20 Credits)	Advanced Qualitative Methods (20 Credits)
Summer Term	Scoping Review Report (40 Credits)	

Postgraduate Certificate

Year 1		
Autumn Term	Social Policy Analysis (20 Credits)	Comparative Social Policy Methods (20 Credits)
Spring Term	Globalisation and Social Policy (20 Credits) **OR** Comparative Social Policy – Governance, Management and Delivery (20 Credits)	

Postgraduate Diploma

Year 1		
Autumn Term	Social Policy Analysis (20 Credits)	Comparative Social Policy Methods (20 Credits)
Spring Term	Globalisation and Social Policy (20 Credits)	Comparative Social Policy – Governance, Management and

			Delivery (20 Credits)
Summer Term	Applied Policy Transfer Project (40 Credits)		

Diagrammatic representation of the timing of module assessments and reassessments, and the timing of departmental examination/progression boards

Year 1

Autumn term	Spring term	Summer term	Summer vacation
Social Policy Analysis practice essay, Week 7 (formative assessment)	Comparative Social Policy: Theory and Methods, Week 2	Comparative Social Policy: Governance, Management and Delivery, Week 1	
	Social Policy Analysis, Week 1	Globalisation and Social Policy, Week 1	
		Progression Board, Week 6	
		Reassessment for Comparative Social Policy: Theory and Methods, Social Policy Analysis, Comparative Social Policy: Governance, Management and Delivery, Globalisation and Social Policy: Week 9	
		Assessment for Practice-led professional learning I, Summer term Week 7	Applied Policy Transfer Project, end July

Year 2

Autumn term	Spring term	Summer term
	Introduction to Social Research Methods, Week 1	Advanced Quantitative Methods, Week 1
	Reassessment for Introduction to Social Research Methods, Week 9	Advanced Qualitative Methods, Week 1
		Assessment for Practice-led professional learning II, Week 6 and Week 7
		Scoping Review Report, Week 6
		Reassessment for Advanced Quantitative Methods and Advanced Qualitative Methods, Week 9
		Final Board Week 10

Overview of modules

Core module table

Module title	Module code	Credit level[1]	Credit value[2]	Prerequisites	Assessment rules[3]	Timing (term and week) and format of main assessment[4]	Independent Study Module?[5]
Social Policy Analysis	SPY00026M	Level 7/ Masters	20	None		Year 1 Spring, Week 1, Essay	
Comparative & International Social Policy: Research Methods	SPY00033M	Level 7/ Masters	20	None		Year 1 Spring, Week 2, Report	
Comparative Social Policy: Governance, Management & Delivery	SPY00004M	Level 7/ Masters	20	None		Year 1 Summer, Week 1, Case Study Report	
Globalisation & Social Policy	SPY00009M	Level 7/ Masters	20	None		Year 1 Summer, Week 1, Report	
Practice-led Professional Learning I	SPY00108M	Level 7/ Masters	10	None	P/F	Year 1, Summer Term Weeks 7, Presentation	
Applied Policy Transfer Project		Level 7/ Masters	40	None		Year 1, Summer Vacation, July	Yes
Introduction to Social Research Methods	SPY00016M	Level 7/ Masters	20	None		Year 2 Spring, Week 1, Essay	

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[1] The **credit level** is an indication of the module's relative intellectual demand, complexity and depth of learning and of learner autonomy. Most modules in postgraduate programmes will be at Level 7/Masters. Some modules are permitted to be at Level 6/Honours but must be marked on a pass/fail basis. See University Teaching Committee guidance for the limits on Level 6/Honours credit.

[2] The **credit value** gives the notional workload for the module, where 1 credit corresponds to a notional workload of 10 hours (including contact hours, private study and assessment)

[3] **Special assessment rules** (requiring University Teaching Committee approval)

P/F – the module is marked on a pass/fail basis (NB pass/fail modules cannot be compensated)

NC – the module cannot be compensated

NR – there is no reassessment opportunity for this module. It must be passed at the first attempt

[4] AuT – Autumn Term, SpT – Spring Term, SuT – Summer Term, SuVac – Summer vacation

[5] **Independent Study Modules** (ISMs) are assessed by a dissertation or substantial project report. They cannot be compensated (NC) and are subject to reassessment rules which differ from 'taught modules'. Masters programmes should include an ISM(s) of between 60 and 100 credits. This is usually one module but may be more.

Advanced Quantitative Methods	SPY00002M	Level 7/ Masters	20	None		Year 2 Spring, Week 1, Data exercise	
Advanced Qualitative Methods	SPY00001M	Level 7/ Masters	20	None		Year 2 Spring, Week 1, research proposal	
Practice-led Professional Learning II	SPY00109M	Level 7/ Masters	10	None		Year 2 Summer Presentation (Week 6), learning log and reflective commentary (Week 7)	
Scoping Review Report	SPY00065M	Level 7/ Masters	40	None		Year 2, Summer, Week 6	Yes

Option modules

Module title	Module code	Credit level	Credit value	Prerequisites	Assessment rules	Timing and format of main assessment	Independent Study Module?

Transfers out of or into the programme

Exceptions to University Award Regulations approved by University Teaching Committee	
Exception	**Date approved**

Quality and Standards
The University has a framework in place to ensure that the standards of its programmes are maintained, and the quality of the learning experience is enhanced. Quality assurance and enhancement processes include: - The academic oversight of programmes within departments by a Board of Studies, which includes student representation   - The oversight of programmes by external examiners, who ensure that standards at the University of York are comparable with those elsewhere in the sector   - Annual monitoring and periodic review of programmes   - The acquisition of feedback from students by departments.   More information can be obtained from the Academic Support Office: http://www.york.ac.uk/admin/aso/ Departmental Statements on Audit and Review Procedures are available at: http://www.york.ac.uk/admin/aso/teach/deptstatements/index.htm

Date on which this programme information was updated:	August 2016
Departmental web page:	www.york.ac.uk/spsw/

Please note
The information above provides a concise summary of the main features of the programme and learning outcomes that a typical students might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the leaning opportunities that are provided. Detailed information on learning outcomes, content, delivery and assessment of modules can be found in module descriptions. The University reserves the right to modify this overview in unforeseen circumstances, or where processes of academic development, based on feedback from staff, students, external examiners or professional bodies, requires a change to be made. Students will be notified of any substantive changes at the first available opportunity.