

# Undergraduate programme specification content for Year in Industry programme variants

To be read in conjunction with the relevant [programme specification](#).

## Programme aims

For the Year in Industry variant only, these additional programme aims apply:

- Prepare students for career and training opportunities which relates to their degree – in both the private and public sectors, and voluntary organisations.
- Construct effective applications for placement opportunities.
- Provide students the opportunity to recognise suitable plans for transitioning into the workplace.

## On Placement Programme Outcomes

### Intended learning outcomes

- Apply the theoretical and practical aspects of the material studied at the University and demonstrate the personal and professional skills necessary for your role within the organisation.
- Compose a Professional Development Plan considering your strengths, development areas and motivations for your next step.
- Modify your CV to include the skills and experience you have gained through your significant experience gained in the past 12 months.

### Teaching and learning methods

- Students undertake a minimum of 9 months experience in the workplace.
- Project supervision, independent research.

### How demonstrated

- Completion of Monthly Reflective Journals to record skills development, major achievements, key areas of work, learning points and challenges overcome.
- Formally assessed on a pass or fail basis by a portfolio which includes a reflective summary about transferable skills developed on placement, alongside an updated CV (excluded from word count).
- Formative feedback during a Placement Visit (in person or via Teams) from Placement Provider and Placement Tutor regarding reflection on skills development, areas of strength and weakness and contribution to the workplace.

## Progression points

### Progression onto a year in industry

- The progression criteria for a 'year in industry' programme is to meet the requirements needed to progress to the next level of study as outlined below:
- Undergraduate and integrated masters programmes that have a requirement from a Professional or Statutory Body (PSRB) for academic attainment for students undertake a year in industry are exempt from the progression criteria and will continue to uphold existing progression criteria as detailed in the programme specifications.

- The progression criteria for undergraduate students on a ‘with industry’ programme variant to progress onto their placement is detailed below:
  - Students commencing study in 2018/19 to 2024/25:
    - Pass all first year modules needed to progress to the next level of study, achieving an overall credit weighted average of at least 40.00% in accordance to [Senate Regulation 5.13](#).
    - Pass all second year modules needed to progress to the next level of study in the same academic year, achieving an overall credit weighted average of at least 40.00% in accordance to [Senate Regulation 5.13](#).
  - Students commencing study from 2025/26 onwards:
    - Achieve the requirement to progress to the next level of study, in both Year 1 (in accordance with [SR 5.63](#)) and Year 2 (in accordance with [SR 5.69](#)).
    - Meet any programme specific requirements for progression as set out in the relevant programme specification.
- In some circumstances, a student may have started a year in industry before the results of their second year have been confirmed. It is acceptable for the student to start, however subject to meeting the above progression criteria. Failure to meet the above criteria will lead to the student being withdrawn from their year in industry.
  - There may be the opportunity for students to resit failed assessment from the second year of study, which the Placement Provider will be asked to allow the student time to attend.
  - If the students does not pass the resit, i.e. a mark of less than 40.00%, the student will be withdrawn from their year in industry.

A Placement Student will revert back to the without Year in Industry variant of the programme if:

- They fail to secure a year in industry role.
- They fail to pass the assessment related to the year in industry.
- The year in industry ends early due to the behaviour of the Placement Student not being in accordance with the University’s Regulations for Students, Student Responsibilities. The Placement Student will need to suspend for the remainder of the academic year. To prevent such an incident from happening, processes are in place to identify any possible issues or concerns early in the year in industry role. This includes a start check, regular communications, visits to the workplace (physical and/or virtual) and evaluation. Communication and contact between the Placement Student, Placement Provider and University provides support should issues arise.
- They discontinue their Year in Industry. A student may return to their campus-based studies no later than the end of teaching week 2 at the start of the academic year should they decide to discontinue their Year in Industry they should complete a Course Transfer Form. If a Placement Student decides to discontinue their Year in Industry after this point they will need to suspend their studies for the remainder of the academic year.

Nine months is the minimum time required for a year in industry to be formally recognised. If the year in industry is terminated earlier than 9 months as a result of an event outside of the Placement Students control (for example redundancy, or company liquidation), the following process will be adopted:

- If the Placement Student has completed 1 – 6 months, they will be supported to search for another placement to take them up to the 9 months required for the year in industry to be formally recognised. If the Placement Student does not find a placement to meet this criteria they will be required to suspend and transferred onto the without Year in Industry variant of the programme.
- If the Placement Student has completed 7-8 months, they will be supported to search for another placement to take them up to the 9 months required for the year in industry to be formally recognised. If the Placement Student cannot source an additional placement to take them to 9

months, assessments related to the year in industry will be set for the student to make it possible for the individual learning objectives for the year in industry to be met. This will allow the Year in Industry to be recognised in the degree certificate.

- A Placement Student will not be permitted to undertake a placement which runs across two academic years.

### **Key/extra features**

It is the student's responsibility to secure a year in industry role. Students enrolled on year in industry variants, or with the option to undertake a year in industry, will be given access to bespoke extra-curricular support to aid them in searching for suitable placement opportunities, and undertaking the recruitment and selection process. They should engage with this as fully as possible to maximise their chances of success. In addition, they will have access to central Careers and Employability services offered to all student cohorts. The Careers and Employability Service will also work closely with the relevant academic departments to identify any bespoke cohort needs, such as in-school placement briefing sessions. Employer led activities provide a platform for students to engage with organisations who are recruiting students for year in industry roles.

When a Placement Student starts a year in industry, they will be required to complete health and safety documents and confirm they have completed a formal induction process no later than the 2nd week of placement.