



Programme Specification (Postgraduate)

FOR ENTRY YEAR: 2023/24

Date created: 01/01/2023
11/03/2024

Last amended: 11/03/2024

Version no. 2 Date approved by EQED:

1. Programme titles and code:

Postgraduate Diploma in Business Administration (Senior Leader) with Level 7 Senior Leader Apprenticeship[^]

Postgraduate Diploma in Business Administration (Senior Leader)*

Postgraduate Certificate in Business Administration (Senior Leader) with Level 7 Senior Leader Apprenticeship^{^*}

Postgraduate Certificate in Business Administration (Senior Leader)*

Postgraduate Certificate in Business Administration*

Notes

[^] The award title on the certificate will be Postgraduate Diploma in Business Administration (Senior Leader) or Postgraduate Certificate in Business Administration (Senior Leader)

* An award marked with an asterisk is only available as an exit award and is not available for students to register onto.

a) [HECOS Code](#)

HECOS Code	%
100078 Business and management	100

2. Awarding body or institution:

The Postgraduate Diploma and Postgraduate Certificate in Business Administration (Senior Leader) is awarded by the University of Leicester. The Level 7 Senior Leader Apprenticeship is awarded by the Institute for Apprenticeships and Technical Education.

3. a) Mode of study: Part-time

b) Type of study: Distance learning

4. Registration periods:

The normal period of registration is: 30 months

The maximum period of registration: 60 months

5. Typical entry requirements

Proposed entry requirements (to also fit with employer's own entry requirements for their staff) are as follows:

- Applicants must be employed by a levy-paying organisation who has confirmed they will support their employees' participation in the programme or an SME who has access to levy funding (paid at 5% cost).
- To access levy funding; individuals must be:
 - 16 years old or over

- Living in England
- Not in full time education.

Other entry requirements are as follows:

- First or second class honours degree from a UK university, or
- Equivalent degree from a non-UK university or academic institution, or
- Postgraduate degree or diploma from a recognised institution, or
- Equivalent graduate level professional qualification, such as the Association of Chartered Certified Accountants (ACCA) Chartered Certified Accountant qualification or Chartered Institute of Management Accountants (CIMA) Professional Qualification.

If candidates have the potential to meet the Postgraduate Diploma learning requirements but do not hold this level of academic or professional qualification but have five or more years of relevant work experience in a supervisory, managerial or professional role, they could still be eligible based on this additional work experience. Entry on this basis will be subject to meeting one of the following conditions:

- Completion of an essay (from a range of titles within the business and management discipline) of no more than 2500 words. The content of this essay will be discussed in an interview (30 minutes maximum in length). This will be organised for the candidate and will be conducted by the Deputy Director or the Programme Leader of the Senior Leader Apprenticeship programme via MS Teams.
- Or a [GMAT](#) score of 550+ within the past five years.

All entrants to the programme will need to be assessed against the L7 Senior Leader's standard prior to undertaking the programme. Where entrants have obtained knowledge related to a particular element of the standard, and have certified proof of that knowledge, we will offer pre-accreditation against the skills map on the training plan for that module

6. Accreditation of Prior Learning

No accredited prior learning will be accepted.

7. Programme aims

By the end of this programme students should be able to:

- Lead individuals, teams, and organisations to achieve organisational objectives and improve the wellbeing of individuals, organisations, communities, and societies
- Critically evaluate and develop strategic leadership objectives
- Apply appropriate systems thinking and approaches to decision making
- Work with and engage a diverse range of stakeholders, across all levels, building and maintaining relationships
- Think critically and reflectively for strategic leadership
- Make decisions and manage decision-making in an evidence-based way
- Manage and integrate across functional areas evidencing strategic leadership
- Work for an inclusive and sustainable global economy and be generators of sustainable value for my organisation and society at large
- Manage their career and professional development and engage in life-long learning

8. Reference points used to inform the programme specification

- QAA Benchmarking Statement
- Framework for Higher Education Qualifications (FHEQ)
- UK Quality Code for Higher Education
- [Education Strategy](#)
- [University Assessment Strategy](#) [log in required]
- University of Leicester Periodic Developmental Review Report
- External Examiners' reports (annual)
- United Nations Education for Sustainable Development Goals
- Student Destinations Data
- AACSB (2020) Guiding Principles and Standards for Business Accreditation
- Chartered Management Institute (CMI)
- Institute for Apprenticeships and Technical Education Level 7 Senior Leader Apprenticeship standards

Programme Specification (Postgraduate)

FOR ENTRY YEAR: 2023/24

Date created: 01/01/2023

Last amended: 11/03/2024

Version no. 2 Date approved by EQED: 11/03/2024

9. Programme Outcomes

Unless otherwise stated, programme outcomes apply to all awards specified in 1. Programme title(s).

a) Discipline specific knowledge and competencies

i) Knowledge

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBs
Demonstrate the knowledge and ability to apply to practice principles, theories, methods, and research evidence of: a) Organisational behaviour b) General management and leadership c) Human resource management; d) Managing change e) Operations and supply change management f) Marketing g) Innovation, creativity and entrepreneurship h) Finance i) Accounting j) Economics k) Big data analytics, digital transformation and managerial applications l) Business policy and strategy m) Ethics and corporate social responsibility n) The impact of economic, political, regulatory, technological, social, and cultural forces on organisations, in national and international contexts. o) Risk management	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations & Individual assignment, Business proposal and presentation, Evidencing Senior Leader Praxis	(a)-(d), (n): MN7701 written examination and individual assignment, and ADMN7716 Evidencing Senior Leader Praxis (h)-(m), (n): MN7703 written examination and individual assignment, and ADMN7716 Evidencing Senior Leader Praxis (b),(k),(i),(m),(n),(o): MN7715 business proposal and presentation	S3, S4, S7, S14, S16-S19, S21, B1-B5: MN7701. S3, S4, S9, S12, S19, B1-B5: MN7702 S1, S3, S6, S7, S8, S11, S19, B1-B5: MN7703 S1, S2, S5, S6, S8, S10, S11, S12, S19, B2-B5: MN7715

ii) Concepts

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
Apply skills of critical thinking (interpretation, analysis, evaluation, inference, explanation, self-regulation) in management context	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7701 written examination and individual assignment MN7702 written examination and individual assignment MN7703 written examination and individual assignment MN7715 Strategic Business proposal and presentation	S3, S4, S7, S14, S16-S19, S21, B1-B5: MN7701. S3, S4, S9, S12, S19, B1-B5: MN7702 S1, S3, S6, S7, S8, S11, S19, B1-B5: MN7703 S1, S2, S5, S6, S8, S10, S11, S12, B2-B5: MN7715
Apply ethical and sustainability criteria to general, functional and strategic management decisions	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7703 Assignment MN7715 Strategic Business proposal and presentation	S7, S8, B1-B5: MN7703 S1, S2, S5, S6, S8, S10, S11, S12, B2-B5: MN7715

iii) Techniques

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
---------------------------	------------------	---------------------	-----------------	------------------	------

<p>Apply a structured approach to the analysis of complex strategic and financial decision-making problems, utilising relevant management information systems.</p>	<p>Asynchronous online lectures; synchronous online seminars</p>	<p>problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis</p>	<p>Written examinations, assignments, Business proposal and presentation and Evidencing Senior Leader Praxis</p>	<p>MN7703 written examination and individual assignment MN7715 Strategic Business proposal and presentation</p>	<p>S1, S3, S7, S8, S11, B1-B5: MN7703 S1, S2, S3, S5, S6, S8, S10, S11, S12, B2-B5: MN7715</p>
<p>Analyse and improve performance management processes and methods</p>	<p>Asynchronous online lectures; synchronous online seminars</p>	<p>problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis</p>	<p>Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis</p>	<p>MN7701 Examination MN7715 Strategic Business proposal and presentation</p>	<p>S4, S7, S16 , S18, B1-B5: MN7701 S1, S2, S3, S5, S6, S10, S11, S12, B2-B5: MN7715</p>
<p>Determine and apply the methods of managing change appropriate to the circumstances</p>	<p>Asynchronous online lectures; synchronous online seminars</p>	<p>problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis</p>	<p>Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis</p>	<p>MN7701 Examination, MN7703 Assignment, MN7715 Strategic Business proposal and presentation</p>	<p>S4, S7, S16 , S18, B1-B5: MN7701 S1, S8, S6, B1-B5: MN7703 S2, S3, S5, S12, S16, S19 B2-B5: MN7715</p>

iv) Critical Analysis

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
Apply skills of critical thinking (interpretation, analysis, evaluation, inference, explanation, self-regulation) in management context	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	Core modules examinations and assignments, MN7715 Strategic Business proposal and presentation Evidencing Senior Leader Praxis	S3, S4, S7, S14, S16-S19, S21, B1-B5: MN7701. S3, S4, S9, S12, S19, B1-B5: MN7702 S1, S3, S6, S7, S8, S11, S19, B1-B5: MN7703 S2, S3, S5, S8, S10-S12, S15, S19-S21, B2-B5: MN7715
Apply creative thinking and innovative and entrepreneurial approaches in management contexts	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7702 Examination and assignment, MN7715 Strategic Business proposal and presentation Evidencing Senior Leader Praxis	S3, S4, S9, S12, S19, B1-B5: MN7702 S1, S2, S5, S16, S19, S20, S21 B2-B5: MN7715
Apply a structured approach to the analysis of complex strategic and financial problems, utilising relevant management information	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies,	Written examinations, assignments,	MN7703 Examination and assignment,	S1, S3, S6, S7, S8, S11, S19, B1-B5: MN7703

		simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7715 Strategic Business proposal and presentation Evidencing Senior Leader Praxis	S2, S3, S5, S8, S10-S12, S15, S19-S21, B2-B5: MN7715
--	--	---	---	--	--

v) Presentation

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
Demonstrate effective communication behaviour appropriate to the communication purpose, target, media, and context	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations, Business proposal and presentations, group work, assignments, and Evidencing Senior Leader Praxis	MN7701 Assignment MN7715 Strategic business proposal & Presentation	S3, S21, B1-B5: MN7701 S15, S20, B2-B5: MN7715

vi) Appraisal of evidence

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
Apply a structured approach to the analysis of complex strategic and financial problems, utilising relevant management information	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops	Written examinations, presentations,	MN7703 Examination and Assignment,	S2, S3, S19, B1-B5: MN7703

		incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	group work, assignments. Evidencing Senior Leader Praxis	MN7715 Strategic Business proposal and presentation Evidencing Senior Leader Praxis	S5, S6, S10, S16, S19, B2-B5: MN7715
--	--	---	---	--	--------------------------------------

b) Transferable Skills

i) Research Skills

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
Propose a valid research question; carry out data collection and analysis; accurately present findings; make and justify recommendations; (for organization-based projects) apply a consulting process framework	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations, Business proposal and presentations, group work, assignments, and Evidencing Senior Leader Praxis	MN7715 Business proposal and Presentation	S2, S3, S10, S19: MN7715

ii) Communication skills and Data Presentation

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
---------------------------	------------------	---------------------	-----------------	------------------	------

Demonstrate effective communication behaviour appropriate to the communication purpose, target, media, and context	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Presentations, group work and Business proposal and presentation, Evidencing Senior Leader Praxis	MN7701 Assignment, MN7715 Presentation	B1-B5; MN7701; S5, S20: MN7715
Apply knowledge of leadership styles and behaviours to the development of one's own effective leadership	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7701 Assignment MN7715 Business proposal & Presentation	S4, S7, S14, S17: MN7701 S5, S15, S21: MN7715

iii) Information Technology

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
Apply and explain the use of 'big' data and analytics in management; understand digital transformation process and its impact	Asynchronous online lectures; synchronous online seminars	Problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional	Written examinations, assignments, Business proposal and presentation,	MN7703 Assignment. MN7715 Business proposal and presentation	S3, B1-B5: MN7703 S3, S10, S11, B2-B5: MN7715

		materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	and Evidencing Senior Leader Praxis		
--	--	---	-------------------------------------	--	--

iv) Problem Solving

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
Apply subject knowledge to generate multiple solutions and evaluate them based on relevant criteria (e.g., efficiency, sustainability)	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7702 examination and assignment, MN7715 Strategic Business proposal and presentation Evidencing Senior Leader Praxis	S3, S9, B1-B5: MN7702 S1, S2, S5, S11, S19, S20, S21, B2-B5: MN7715
Apply a structured approach to the analysis of complex strategic and financial problems, utilising relevant management information	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7703 Examination and Assignment, MN7715 Strategic Business proposal and presentation Evidencing Senior Leader Praxis	S2, S3, S19, B1-B5: MN7703 S1, S2, S5, S10, S11, S19, S20, S21, B2-B5: MN7715

		knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis			
--	--	--	--	--	--

v) Working relationships

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
Compose an effective team, define its direction and norms, identify supporting conditions for effective performance; diagnose and repair team problems	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; learning and	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7701 examination, MN7715 Presentation	S14, S16, S17, S18: MN7701; S15, S19: MN7715
Assess the interests of parties in a negotiation; employ appropriate negotiation styles and strategies	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; Evidencing Senior Leader Praxis	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7715 Presentation	S20, S21: MN7715

vi) Managing learning

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
---------------------------	------------------	---------------------	-----------------	------------------	------

Apply the knowledge of organisational behaviour to reflect on one's skills, abilities, personality, values, and leadership, conflict resolution and negotiation styles	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; learning and	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7701 examination and assignment; MN7715 Assignment and presentation Evidencing Senior Leader Praxis;	S16, S19, S21, B1-B5: MN7701 S15, S21, B2-B5: MN7715
--	---	--	--	--	---

vii) Career Management

Intended learning Outcome	Teaching methods	Learning Activities	Assessment Type	How Demonstrated	KSBS
Demonstrate self-awareness of knowledge, skills, abilities, personality and motivations in relation to career development; establish personal career goals and action plans to achieve those	Asynchronous online lectures; synchronous online seminars	problem-solving activities, case studies, demonstrations, and presentations; asynchronous online faculty-mediated discussion forums; on-site/face-to-face workshops incorporating case studies, simulations, role plays and oral presentations; online readings and text and multimedia instructional materials (learning guides/lessons); self-assessment knowledge tests; online and off-line activities; learning and	Written examinations, assignments, Business proposal and presentation, and Evidencing Senior Leader Praxis	MN7715 Strategic Business proposal and presentation Evidencing Senior Leader Praxis	B2-B5: MN7715



Programme Specification (Postgraduate)

FOR ENTRY YEAR: 2023/24

Date created: 01/01/2023
11/03/2024

Last amended: 11/03/2024

Version no. 2 Date approved by EQED:

10. Progression points

This programme follows the standard Scheme of Progression set out in [Senate Regulations](#) – see the version of *Senate Regulation 6 governing postgraduate programmes* relevant to the year of entry.

The programme follows the standard progression for the Level 7 Senior Leader Degree apprenticeship. Details can be found at the following link:

<https://www.instituteforapprenticeships.org/apprenticeship-standards/senior-leader-v1-1>

Students who fail up to 60 credits will be allowed to re-sit the failed assessments for credit with one attempt only. These re-assessments will occur in line with the procedures for distance-learning modules. In the event of failure of more than 30 credits, the student's ability to achieve their apprenticeship qualification will be reviewed on a case-by-case basis. The decision will be agreed between the Apprenticeship Tutor, a member of the Academic Partnership Apprenticeship team, the employer and apprentice, applying apprenticeship funding rules at that time.

Continuation will depend on where the student is with their practical learning and whether it is possible to continue on the Apprenticeship without achieving the Postgraduate Diploma. A new training plan would need to be agreed between the employer, apprentice and University of Leicester. The rules require evidence of active learning within each calendar month. Without any further taught component, the University will agree with the employer what opportunities for learning they will deliver to achieve the required Knowledge, Skills and Behaviours (KSBs). This will depend on how much evidence of the KSBs the apprentice has outstanding and the amount of credits achieved.

In cases where a student has failed more than 60 credits he or she will be required to withdraw from the course and a recommendation will be made to the Board of Examiners for an intermediate/exit award where appropriate.

a) Course transfers

- n/a

b) Year in Industry

- n/a

11. Criteria for award and classification

This programme follows the standard scheme of postgraduate award and classification set out in [Senate Regulations](#) – see the version of *Senate Regulation governing postgraduate programmes* relevant to the year of entry.

Students who have achieved at least 90 credits at 50.00%, grade C or above, and have no more than 30 credits with a mark of less than 50.00%, grade D, and no module mark <40.00%, grade F, will be allowed to proceed to the End Point Assessment. The End Point Assessment will be assessed by the Institute for Apprenticeships and Technical Education independent assessor, who will notify the University of Leicester of successful completion.

Students who have achieved at least 90 credits at 50.00%, grade C or above, and have no more than 30 credits with a mark of less than 50.00%, grade D, and no module mark <40.00%, grade F, but have failed the End Point Assessment shall be awarded with the Postgraduate Diploma in Business Administration (Senior Leader) only, and shall not receive the Apprenticeship Level 7 qualification. Apprentices will be allowed to resit the EPA in line with the standards outlined by the Institute for

Apprenticeships and Technical Education. Failure to attend the EPA will incur a cancellation fee in accordance with the external awarding body charges (which are subject to change) and are outside the apprenticeship levy and University of Leicester fees. The applicable charge will be agreed between the Apprenticeship Tutor, a member of the Academic Partnership Apprenticeship team, the Employer and apprentice, applying the apprenticeship funding rules at that time, with additional costs to be incurred by the employer and confirming additional charges.

Students who have achieved at least 60 credits at 50.00%, grade C or above, but have not reached the standard for a Postgraduate Diploma will be eligible to be awarded the Postgraduate Certificate in Business Administration (Senior Leader) and continue onto the End Point Assessment in line with the progression requirements in Section 10 of this programme specification. Students who have passed MN7715 Strategic Leadership as part of the 60 credits achieved, but who are not allowed to continue onto the End Point Assessment, will be awarded the Postgraduate Certificate in Business Administration (Senior Leader) at the next Board of Examiners. Students who have achieved at least 60 credits but have not passed MN7715 Strategic Leadership will be awarded the Postgraduate Certificate in Business Administration.

12. Special features

Attendance and participation

Students are required to complete at least 500 hours of interaction between the student cohort and faculty, of which at least 120 hours should be completed through synchronous ('real time') interaction and the remainder should be completed through asynchronous ('non-real time') interaction.

Students can achieve at least 120 hours of synchronous interaction through attendance at and participation in residential workshops, online seminars, and the Leicester Masterclass.

Students can achieve the balance of 500 contact hours in asynchronous interaction through participation in online lectures and online discussion forums.

13. Indications of programme quality

Academic quality is maintained by adhering to the ULSB standards and University of Leicester's regulations. Programmes are planned and reviewed annually through the Curriculum Planning and the Annual Programme Review process. External examining of programme content and assessment provides external validation and comparison to competitor programmes. Coordination between the programme academic team and professional services ensures consistent high-quality student experience.

Benchmark QAA: This programme adheres to [Quality Assurance Agency for Higher Education \(2015\) Subject Benchmark Statement Master's Degrees in Business and Management \(QAA1235\)](#)

14. External Examiner(s) reports

The details of the External Examiner(s) for this programme and the most recent External Examiners' reports for this programme can be found at exampapers@Leicester [log-in required].

Programme Specification (Postgraduate)

FOR ENTRY YEAR: 2023/24

Date created: 01/01/2023

Last amended: 11/03/2024

Version no. 2 Date approved by EQED: 11/03/2024

Appendix 1: Programme structure (programme regulations)

The University regularly reviews its programmes and modules to ensure that they reflect the current status of the discipline and offer the best learning experience to students. On occasion, it may be necessary to alter particular aspects of a course or module.

Level 7/Year 1 Delivery Year 2023/24 Intake Month April Mode of Study Part Time Structure
Credit breakdown

Status	Year long	Semester 1	Semester 2	Other Delivery period
Core	n/a	n/a	n/a	120
Optional	n/a	n/a	n/a	0

120 credits in total

Core modules

Delivery period	Code	Title	Credits
April	MN7701	Managing and Developing People and Organisations	30 credits
October	MN7702	Managing Value Creation Processes from Idea to market	30 credits
April	MN7703	Managing Finance and Strategic Decision Making	30 credits
October	MN7715	Strategic Leadership	30 credits
Year long	ADMN7716	Evidencing Senior Leader Praxis	n/a

Delivery period	Code	Title	Credits
April	EPA	End Point Assessment (EPA)*	n/a

Notes

As part of the Postgraduate Diploma in Business Administration (Senior Leader) with Level 7 Senior Leader Apprenticeship there are no optional modules. Modules are delivered October to March and April to September. The modules are taken in the following sequence: MN7701, MN7702, MN7703, MN7715, EPA. MN7702 and MN7703 can be taken simultaneously. This is a 2.5 year structure, which runs continuously twice a year.

* Module only undertaken following completion of the taught modules

Appendix 2: Module specifications

See postgraduate [module specification database](#) (Note - modules are organized by year of delivery) [login-required]