

**1. Programme Title(s) and UCAS code(s):**

BSc in Human Resource Management

Diploma of Higher Education in Human Resource Management

**2. Awarding body or institution:**

University of Leicester

**3. a) Mode of study:**

Part-time

**b) Type of study:**

Distance Learning

**4. Registration periods:**

The BSc in Human Resource Management (HRM) comprises two levels of study, BSc Year 2 (Diploma HE) and BSc Year 3 (Honours).

Component Registration Periods

BSc Year 2 – Diploma in Higher Education in Human Resource Management. Normal 19 months, maximum 24 months

BSc Year 3 – BSc in Human Resource Management Honours Year. Minimum Normal 19, maximum 24 months

Complete BSc Registration Period

Normal registration period for the whole BSc in Human Resource Management: 38 months

Maximum registration period for the whole BSc in Human Resource Management: 48 months

**5. Typical entry requirements:**

Entry is only permitted at the Diploma or BSc level

Students enter the programme on the basis of one of the following:

- a) Level 5 Diploma:
  - i. APL: a 120 credit level 4 academic qualification e.g. HNC. This must have been completed within 5 years of starting level 5. The qualification must be approved by the programme leader.
  - ii. APEL (experiential route): significant relevant work experience mapped against the learning outcomes and approved by the programme leader and one other academic member of staff. 5 year time limit for acceptance of evidence.
- b) Level 6 BSc – APL: a 240 credit level 5 academic qualification (e.g. HND, foundation degree, or completion of the UoL Diploma) of which 120 credits must be in a relevant field. This must have been completed within 5 years of starting the BSc and must be approved by the programme leader and one other academic member of staff.

When English is not the first language of the candidate, the successful applicant must have either IELTS 6.5 (7.0 in writing preferred), TOEFL (paper) 575 with TWE 4.0, 90 (IBT), or the University of

Leicester English Language Test.

**6. Accreditation of Prior Learning:**

APL will not be accepted for individual modules, but will be accepted for entry to the Diploma HE and BSc levels of the programme (see above).

**7. Programme aims:**

- Develop subject knowledge relevant to the needs of human resource managers;
- Provide a rigorous HR syllabus that is based upon the School's research expertise;
- Develop students' (working adults') underpinning knowledge for continuing professional development in HR;
- Enable students to combine research and theoretical knowledge with professional application.

**8. Reference points used to inform the programme specification:**

- [University of Leicester Learning and Assessment Strategies](#)
- External Examiners' reports
- Discussions with DL partners and overseas agents
- Discussions with professional HR bodies
- Discussions with employers who fund employees for career development
- [QAA Frameworks for Higher Education Qualifications](#),

**9. Programme Outcomes:**

Intended Learning Outcomes	Teaching and Learning Methods	How Demonstrated?
<b>(a) Discipline specific knowledge and competencies</b>		
<b>(i) Mastery of an appropriate body of knowledge</b>		
Demonstrate knowledge and understanding of an appropriate body of knowledge related to HRM (D, B) <sup>1</sup>	Module texts form a structured approach to the subject. Core concepts are developed early and are reinforced by review exercises and by tutorial support. Assignment feedback includes formative guidance.	All assessed work.
Discuss and evaluate competing arguments. (D, B)	The approach taken is to critically evaluate concepts and models in terms of their theoretical rigour and their implications for practice. Students are required to consider policy and practice in assessed work	All assessed work
<b>(ii) Understanding and application of key concepts and techniques</b>		
Apply theoretical concepts in these fields at the level of the workplace or organisation	Review exercises (non-assessed); online discussion. The link between theory and practice is a key feature of the BSc as a	Specifically LM2501 and 3502; all module assignments require the use of evidence

(D, B)  Use evidence appropriately in evaluating ideas and policies. (D)	whole. The case study (Year 2) and dissertation (Year 3) enable students to apply this knowledge to workplace practice.  Review exercises and associated course material. Tutorial support.	and the application of theory to workplace practice.  All assessed work, but particularly the case study assignment, LM3502 (Year 2).
<b>(iii) Critical analysis of key issues</b>		
Critically evaluate key concepts and models in HRM with reference to contemporary practice in organisations. (D, B)	This is a central aim of the course. All modules include some critical, comparative evaluation of policy and practice. Skills are developed by structured study of the module material and are reinforced via tutorial support and online discussion.	All assessed work, but particularly the case study assignment (Year 2) and dissertation (Year 3).
<b>(iv) Clear and concise presentation of material</b>		
Present concise, structured arguments within a strict word limit	The Academic Writing Skills module develops this skill and also forms a resource for study throughout the course. Formative assignment feedback includes guidance on expression, structure and presentation.	Academic Writing Skills module
<b>(v) Critical appraisal of evidence</b>		
Utilise evidence from academic research and other sources to evaluate propositions. (D, B)	The link between theory and practice is made throughout the course. Review exercises in all modules require students to reflect on core concepts in the light of to evidence from their own organisations or countries. The case study (Year 2) is an exercise in analyzing and interpreting secondary data.	All assessed work, but particularly the case study assignment (Year 2) and dissertation (Year 3)
<b>(vi) Other discipline specific competencies</b>		
Design, research and present an independently conceived piece of research in an HRM topic (B)	The case study module (Year 2) provides an introduction to research within organisations. Research methods are developed in Year 3, leading to the dissertation.	Research Methods module, LM3509; dissertation, LM3501
<b>(b) Transferable skills</b>		
<b>(i) Written communication</b>		
Express ideas clearly and coherently as part of a logically structured argument. (D, B)	These skills are developed throughout the course, but particularly during the Academic Writing Skills module. Detailed feedback on assessed work includes formative guidance on expression, essay structure and presentation	All assessed work
<b>(ii) Numeracy</b>		
Use and interpret numeric data as part of a balanced academic argument (D)	Quantitative methods are not taught explicitly, but a distinctive feature of the course is the link between academic theory and practice. Students are encouraged to analyse evidence at all stages of the course.	Quantitative research is introduced in LM3509; assessment at all levels may require students to interpret and comment upon relevant numeric data
<b>(iii) Problem solving</b>		
Apply knowledge of HRM to problems and dilemmas encountered in the workplace (D)	The application of theory to practice is a feature of the course as a whole. Review exercises call on the student to evaluate concepts and models with respect to workplace practice. The case study (Year 2) is a small-scale exercise in researching	A focus on problem-solving is part of the case-study assignment (Year 2), which requires students to analyse a work-based issue; All assessed work requires some reflection on practice

	a specific issue within the student's own organisation.	
<b>(iv) Information handling</b>		
Identify, analyse and interpret appropriate information from a range of sources (D, B)	Academic Writing Skills module; Case study module (Year 2); Research methods material (Year 3); tutorial support throughout the course	Appropriate use of qualitative and quantitative data in the case study (Year 2) and Dissertation (Year 3)
<b>(v) Skills for lifelong learning</b>		
Deal confidently with new knowledge and apply this reflectively to the student's own work situation (D, B)	The structured development of learning throughout the course is designed to build a secure understanding of core ideas.	Academic Writing Skills module; 'Ability to relate theory to practice' is a key requirement in all assessed work

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<sup>1</sup> Demonstrated at BSc Year 2 Diploma (HE)(D), BSc Year 3 (B) level

## 10. Progression points:

In order to progress between the stages of the BSc a student must achieve an average of 45% in each year of study.

In cases where a student has failed to meet a requirement to progress he or she will be required to withdraw from the course

## 11. Scheme of Assessment

1. **Students entering at level 6 (BSc)** will be awarded under Senate Regulation **5.44: BA/BSc Top Up Degrees** on the basis of 120 credits studied at the University.
2. **Students entering at level 5 and studying level 5 and level 6 (240 credits):** 120 level 5 credits and 120 level 6 credits will be used for classification purposes as per Senate Regulation 5.40. The credit-weighted average is **calculated on the basis of level 5 and level 6 credits (120 + 120 = 240)**, with a weighting of 33:67 (**Senate Regulation 5.37**). Level 5 and level 6 averages are calculated independently, and then combined (5.38)
3. **Students entering at level 5 and studying level 5 only: Diploma (120 credits)** will be awarded in line with Senate Regulation **5.47 (Diploma of Higher Education)**, on an unclassified basis.
4. **Students entering at level 5 with the Diploma as the intended award but transferring to the BSc year without being awarded the Diploma:** the 120 level 5 credits will be taken into account for classification alongside the 120 level 6 credits.
5. **Students who are awarded the level 5 Diploma** but subsequently decide they wish to progress to the BSc must rescind the Diploma. Their award will then be calculated on the basis of 240 credits studied. Time limit for rescinding the Diploma is 3 years.

## 12. Special features:

This course is specifically designed for working adults. It has the following features.

- (a) It is taught entirely by distance learning;
- (b) It allows for entry and exit at each level: Year 2 (Diploma), Year 3 (BSc).

## 13. Indications of programme quality

External examiners' reports

## **Appendix 1: Programme structure (programme regulations)**

The BSc comprises two levels of study, BSc Year 2 (Diploma) and BSc Year 3 (Honours Year).

### **BSc Year 2 - Diploma in Higher Education in Human Resource Management**

<b>Module Code</b>	<b>Module Title</b>	<b>Core/Option</b>	<b>Credit Rating</b>
LM1500	Academic Writing Skills - Undergraduate	C	0
LM2501	Workplace Learning and Human Resource Management	C	20
LM3506	Organisational Behaviour and Employee Development	C	20
LM2503	Management in Organisations	C	20
LM2504	Personnel and Human Resource Management	C	20
LM2506	Culture and the International Context	C	20
LM3502	Case Study	C	20

#### ***Assessment:***

- (i) Each of the modules LM2501, LM2503, LM2504, LM2505 and LM2506 (listed above) is assessed by an assignment of 3,000-4,000 words.
- (ii) Module LM3502 is assessed by a report of 2,000-3,000 words.

#### ***Qualifications Awarded:***

Candidates who have successfully completed 120 credits and met all of the assessment requirements for each module and do not wish to progress to the BSc Year 3 programme, will be awarded a Diploma (HE) in Human Resource Management. Students who achieve an overall (average) result of 45.00% or above in the Diploma (HE) will be eligible to proceed directly on to BSc Year 3 BSc Honours Year programme.

### **BSc Year 3 - B.Sc. in Human Resource Management Honours Year**

Curriculum: Candidates will study the two core modules and three options selected from those listed below:

*NB Students progressing from the BSc Year 2 will not be required to repeat LM1500 (Academic Writing Skills)*

<b>Module Code</b>	<b>Module Title</b>	<b>Core/Option</b>	<b>Credit Rating</b>
LM1500	Academic Writing Skills	C	0
LM3509	Research Methods	C	20
LM3505	E Learning	O	20
LM3503	Labour Market Themes, Issues and Controversies	O	20
LM3504	Industrial Relations in a Changing Economy	O	20
LM3508	High-Performance Work Practices	O	20
LM3507	Equality and Diversity	O	20
LM3510	Dissertation	C	40

#### *Assessment:*

- (i) Modules LM3503, LM3504, LM3505, LM3507, LM3508, and LM3509 will be assessed by written assignments of 3000-4000 words
- (ii) Module LM3510 (Dissertation) will be assessed by a thesis of 9,000 words
- (iii) Candidates must achieve a pass mark on LM3509 to progress to the dissertation. One resubmission will be permitted where this is necessary.

#### *Qualifications Awarded*

- (i) Successful completion of the level 3, BSc one year full-time equivalent programme will lead to the award of a BSc in Human Resource Management.
- (ii) It is not possible to obtain a Diploma (HE) and BSc. from the same course of study.

### **Appendix 2: Module specifications**

See module specification database <http://www.le.ac.uk/sas/courses/documentation>

### Appendix 3: Skills matrix

Programme Learning Outcomes	Year 2 Modules 1 – 5	Year 2 Module 6	Year 3 Modules 1 – 3	Year 3 Module 4	Dissertation
<b>(a) Discipline specific knowledge and competencies</b>					
<i>(i) Other discipline specific competencies</i>					
Design and carry out independent research in an HRM topic		X		X	X
<b>(b) Transferable skills</b>					
<i>(i) Written communication</i>					
Express ideas clearly and coherently as part of a logically structured argument.	X	X	X	X	X
<i>(ii) Numeracy</i>					
Use numeric data as evidence in presenting a reasoned argument					X
<i>(iii) Problem solving</i>					
Address practical problems in HRM using subject knowledge from the course	X	X	X	X	X
<i>(iv) Information handling</i>					
Identify, analyse and interpret appropriate information from a range of sources	X	X	X		X
<i>(v) Skills for lifelong learning</i>					
Deal confidently with new knowledge and apply this reflectively	X	X	X	X	X