

## Programme Specification for LLM in Employment Law

This document applies to Academic Year 2019/20 onwards

1.	<b>Awarding institution/body</b>	University of Worcester
2.	<b>Teaching institution</b>	University of Worcester
3.	<b>Programme accredited by</b>	N/A
4.	<b>Final award or awards</b>	LLM, PG Cert, PG Dip
5.	<b>Programme title</b>	LLM in Employment Law
6.	<b>Pathways available</b>	N/A
7.	<b>Mode and/or site of delivery</b>	3 semesters at University of Worcester
8.	<b>Mode of attendance and duration</b>	Full Time over 12 months September to September, Part Time over 24 months – Attendance for all teaching is in the weekday evenings
9.	<b>UCAS Code</b>	N/A
10.	<b>Subject Benchmark statement and/or professional body statement</b>	<a href="#">QAA Master's Degree Characteristics</a>
11.	<b>Date of Programme Specification preparation/ revision</b>	Approved July 2019 August 2019, AQU amendments to Section 19.

### 12. Educational aims of the programme

The LLM in Employment Law at University of Worcester aims to provide an intellectually stimulating and cohesive programme of study into employment law and related areas. Through the range of intellectual, practical and transferable skills developed on the programme, graduates will also be well placed to prosper in areas of employment law and human resources as well as a variety of fields of employment including, amongst others, law, the criminal justice system, education, business management and financial compliance.

The LLM is particularly aimed at three groups of people: first, recent graduates with a relevant degree in subjects such as law or HR who wish to further their academic qualifications; second, HR professionals who wish to study the subject perhaps to enhance their knowledge and skills to assist their career development; and third, qualified lawyers who may or may not already practise Employment Law who may wish to deepen their academic understanding of the subject to strengthen their area of expertise.

Specific aims of the programme include:

- To give students a detailed understanding of legal research methods and methodologies;
- To enable students to engage in detailed and in-depth study and research into a chosen area of employment law;
- To enable students to become independent learners and researchers and to develop general critical, analytical and problem-solving skills;
- To develop personal and other key skills appropriate for employment or advancement in the legal profession and elsewhere.

### 13. Intended learning outcomes and learning, teaching and assessment methods

<b>Knowledge and Understanding</b>
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LO no.	On successful completion of the named award, students will be able to:	Module Code/s	Award

1.	Demonstrate detailed and systematic knowledge and understanding of the principles of employment law and associated areas including the wider ethical, socio-economic context;	LLML4001, LLML4002, LLML4004-LLML4007	PG Dip LLM
2.	Critically appraise and understand a range of research methodologies and be able to select and apply appropriate methodologies in their own work;	LLML4001 LLML4002	LLM

### Cognitive and Intellectual skills

3.	Critically evaluate law, legal developments, research and advanced scholarship in employment law and legal practice;	LLML4003–LLML4008	PG Cert PG Dip LLM
4.	Demonstrate self-direction and originality in tackling and solving advanced legal problems	LLML4003, LLML4004, LLML4005	PG Cert, PG Dip LLM
5.	Deal with complex issues systematically and creatively to reach sound judgements; assimilating alternative views and reaching reasoned conclusions	LLML4001, LLML4003, LLML4008	PG Cert, PG Dip LLM
6.	Plan and implement autonomously a substantial programme of independent research while demonstrating critical awareness.	LLML4001 LLML4002	LLM

### Skills and capabilities related to employability

7.	Apply research skills of project planning, time management, construction of an appropriate research question and reasoned adoption of an appropriate methodology	LLML4001	LLM
8.	Contextualise their academic studies in legal and professional practice, recognising the wider business, commercial and social context.	LLML4001, LLML4008	PG Cert, PG Dip LLM

### Transferable/key skills

9.	Communicate effectively and appropriately in a professional context including to both legal and non-legal audiences;	LLML4001, LLML4004, LLML4008	PG Cert, PG Dip LLM
10.	Organise and assimilate complex information and evaluate competing arguments evaluating the rigour, credibility and validity of information from printed and electronic sources	LLML4001, LLML4003, LLML4008	PG Cert, PG Dip LLM
11.	Respond with insight and sensitivity to complex, unfamiliar and controversial arguments and debates	LLML4005, LLML4007	PG Cert, PG Dip LLM

### Learning, teaching and assessment

The Learning, Teaching and Assessment strategy is designed to provide for a flexible delivery with a combination of Full-Time or Part-Time evening teaching supported by technologically enhanced learning.

The strategy is predicated on a high degree of independent study, with the taught elements being designed to provide suitable levels of informed support. All aspects of learning, teaching and assessment are influenced by both academic and professional contexts

The research methods component is designed to develop skills of advanced legal research which can then be utilised in the development of a dissertation that enables students to gain in depth knowledge and develop higher critical skills of reasoning and evaluation when exploring a specialist legal topic.

### **Teaching**

Students are taught through a combination of interactive workshops, lectures, seminars and supervisory tutorials. Interactive workshops take a variety of formats and are intended to enable the application of learning through discussion and small group activities. Seminars enable the discussion and development of understanding of topics covered in lectures, are focused on developing subject specific skills and applied individual and group project work.

The teaching on the course is designed to reflect the practical context in which employment law and HR practitioners operate and includes problem-based learning techniques and also clinic-based activities in the University's Legal Advice Centre. On the Employment Tribunals module students will have the advantage of preparing for mock tribunals and simulating activities in the University's mock Courtroom.

The University places emphasis on enabling students to develop the independent learning capabilities that will equip you for lifelong learning and future employment, as well as academic achievement. A mixture of independent study, teaching and academic support from Student Services and Library Services, and also the personal academic tutoring system enables you to reflect on progress and build up a profile of skills, achievements and experiences that will help you to flourish and be successful.

In addition to the formal scheduled delivery of the Course students will have the opportunity to engage fully in the life of the School of Law including attending and participating in research seminars and conferences (although not all such events are held in the weekday evenings).

### **Contact time**

The total amount of study time on this course is calculated with reference to the module credit, meaning that 180 Credits equates to 1800 hours of study time in total. By the very nature of this course, the majority of this time is taken up with independent self-study.

Typically the taught modules will contain the following contact time:

- 30 credit modules - 12 weekly two-hour workshops.
- 15 credit modules - 6 weekly two-hour workshops.

The research modules contain the following contact time:

- The Legal Research Methods module includes 4 three-hour interactive workshops at the start of the module and 6 hours of scheduled supervisory sessions.
- The Dissertation module includes 4 three-hour workshops at the start of the module and 6 hours of scheduled supervisory sessions. These can be delivered face to face or at a distance.

### **Independent self-study**

In addition to the contact time, students will undertake 1,664 hours of personal self-study over the year.

Full time students will typically have 4 contact hours per week and will be expected to undertake 33 independent study hours per week. This makes a total of 37 hours per week.

Part time students will typically have 2 contact hours per week and will be expected to undertake 16 independent study hours per week. This makes a total of 18 hours per week.

The figures for contact hours cited above are for typical weeks in semesters 1 and 2. However, some weeks will involve a larger or smaller number of contact hours eg due to Research Methods workshops in semester 1 or during semester 3 which is more focused on independent study by students.

Independent learning is supported by a range of excellent learning facilities, including The Hive and library resources, the virtual learning environment, and extensive access electronic learning resources, including legal databases such as Westlaw and Lexis.

### **Teaching staff**

Students will be taught by a teaching team whose expertise and knowledge are closely matched to the content of the modules on the course. The team includes solicitors, barristers and legal academics.

Teaching is informed by research and consultancy, and 85% of lecturers on the course have a higher education teaching qualification or are Fellows of the Higher Education Academy.

### **Assessment methods**

The assessment methods include formative assessment to enable students to build on feedback in summative tasks. The assessments in the two research modules are also constructively aligned with the Research Proposal in the Legal Research module being the Research Proposal for the final Dissertation.

Specific assessment and marking criteria, benchmarked to the University generic descriptors, are provided for each item of assessment.

The assessment diet is varied and typically includes a presentation, an Employment Tribunal report, 2 drafting exercises, two problem question scenarios, 3 essays, 2 client interviewing assessments, a research proposal and culminates in a dissertation. Note that the list above is illustrative only and is subject to change in any particular year.

## **14. Assessment strategy**

The assessment strategy is designed with reference to the [University's Assessment Policy](#), the learning, teaching and assessment statement and the [QAA Masters Degree Characteristics](#) and the ongoing research into legal education including the Legal Education and Training Review. See the full report at: <http://letr.org.uk/wp-content/uploads/LETR-Report.pdf>

At Masters Level, graduates are required to demonstrate lucidity and coherence in structured argument to defend their ideas and their process of realisation. Students will be required to read and research widely, reflect upon the material gathered and structure synthesised ideas into a critical, coherent argument, culminating in a practical conclusion.

The assessment strategy includes the use of formative assessments and exercises to enable students to prepare for summative assessments and includes activities such a

practice questions, reviews of brief plans, group activities, mini presentations, mini drafting exercises and quizzes. The exact formative assessment used varies by module and is in the discretion of each module leader.

## 15. Programme structures and requirements

Module Code	Module Title	Status Mandatory (M) or Optional (O)			
		Credits (Number)	PG Cert	PG Dip	LLM
LLML4003	The Contract of Employment and its Termination	30	M	M	M
LLML4008	Company and Commercial Law	30	M	M	M
LLML4007	Human Rights at Work	15		M	M
LLML4006	Employment Tribunals and ADR	15		M	M
LLML4004	Employment Law in Practice – Legal Advice Skills	15		M	M
LLML4005	Discrimination law	15		M	M
LLML4002	Legal Research Methods	15			M
LLML4001	Dissertation	45			M
<b>Total Credits</b>		180			
<b>PG Certificate</b> To be awarded the PG Cert Employment Law students must successfully complete LLML4003 and LLML4008 to a total minimum of 60 credits.					
<b>PG Diploma</b> To be awarded the PG Dip Employment Law students must successfully complete the PG Certificate plus LLML4004 – LLML4007 to a total minimum of 120 credits at Level 7.					
<b>Masters</b> To be awarded the LLM in Employment Law students must successfully complete the PG Diploma plus LLML4001 and LLML4002 to a total of 180 credits at Level 7.					

## 16. QAA and professional academic standards and quality

This award is located at Level 7 of the FHEQ. Programme design has been informed by the [QAA Master's Degree Characteristics](#) which have been employed to craft learning outcomes and content as well as learning, teaching and assessment strategies of all modules.

Programme design is also influenced by the ongoing academic and professional debate into Legal Education and informed by publications such as the [Legal Education and Training Review 2013](#).

## 17. Support for students

The following activities and documents have been put in place to provide support for students:

- Induction to include a brief course overview, introduction to the delivery pattern and assessment for the programme and specific modules, introduction to the VLE and learning resources
- VLE site to provide learning resources and module information, exchange ideas and information between course members and staff

- Programme Leader as a point of contact for overarching programme questions and concerns
- Course handbook (available via the VLE) incorporating module outlines, key contacts and guidance for assessments
- Personal Academic Support Tutor to help students' integration into the University, understanding of the requirements of the programme and to make the best use of learning resources available and to provide a key contact for support (note: this role will not normally be undertaken by the student's dissertation supervisor)
- Access to course information, module results via the student online learning environment (SOLE)
- Student Representation through a staff/student forum to provide feedback to the course team and enhance the on-going development of the programme
- Support from ILS staff, through the Information Desk and Study Guides to guide students in effective use of virtual and paper-based resources
- Support for disabled students via Student Services and the Disability and Dyslexia Service. <http://www.worcester.ac.uk/student-services/index.htm> or <https://www2.worc.ac.uk/disabilityanddyslexia/>

## 18. Admissions

### **Admissions policy**

The LLM in Employment Law is aimed at students who have completed their undergraduate studies in law, HR or a related discipline. Applications are encouraged from students who have just completed their undergraduate studies and also from established legal or HR Professionals. Relevant professional experience in lieu of a relevant undergraduate degree will be considered.

### **Entry requirements**

Typical students entering onto the LLM in Employment Law will have a 2.2 honours undergraduate degree in Law, HR or a related discipline. Applications will also be considered from students on the basis of their professional work backgrounds.

Applicants for whom English is not their first language require IELTS 6.5 or above and a minimum of 6.0 in each element.

See [Admissions Policy](#) for other acceptable qualifications.

Prospective students should contact the Head of Law if unsure about whether they meet the entry requirements.

### **Recognition of Prior Learning**

Students with relevant previous study at postgraduate level or with extensive experience may be considered eligible for recognition of prior learning. Please contact the Registry Admissions Office for further information or guidance on 01905 855111.

Further information on Recognition of Prior Learning can be found at <http://www.worcester.ac.uk/registryservices/941.htm>

### **Admissions procedures**

All applications are sent by admissions for an academic decision by the Head of Law. All UK students who are offered a place will be invited to a University applicant day event. International students will be offered a Skype meeting with a member of the Law team. All applicants apply directly to University of Worcester (UW).

### **Disclosure and Barring Service (DBS) requirements**

It is highly unlikely that enhanced disclosure will be a requirement of this course, but

should this arise (e.g. as part of approved Dissertation research), this will be discussed with and communicated to the student prior to starting the module.

## 19. Regulation of assessment

### The course operates under the University's Taught Courses Regulatory Framework

#### Requirements to pass modules

- Modules are assessed using a variety of assessment activities which are detailed in the module specifications.
- The minimum pass mark is D- for each module.
- Students are required to submit all items of assessment in order to pass a module, and in some modules, a pass mark in each item of assessment may be required.
- Full details of the assessment requirements for a module, including the assessment criteria, are published in the module outline.

#### Submission of assessment items

- Students who submit course work late but within 7 days (one week) of the due date will have work marked, but the grade will be capped at D- unless an application for mitigating circumstances is accepted.
- Students who submit work later than 7 days (one week) of the due date will not have work marked unless they have submitted a valid claim of mitigating circumstances.
- For full details of submission regulations please see the Taught Courses Regulatory Framework.

#### Retrieval of failure

- Students are entitled to resit failed assessment items for any module that is awarded a fail grade.
- Reassessment items that are passed are capped at D-.
- If a student is unsuccessful in the reassessment, they have the right to retake the module (or, in some circumstances, take an alternative module); the module grade for a re-taken module is capped at D-.
- A student who fails 60 credits or more after exhausting all reassessment opportunities may be required to withdraw from the University.
- A student will be notified of the reassessment opportunities in the results notification issued via the secure student portal (SOLE). It is the student's responsibility to be aware of and comply with any reassessments.

#### Requirements for Awards

Award	Requirement
PG Cert	Passed a minimum of 60 credits at level 7, as specified on the award map
PG Dip	Passed a minimum of 120 credits at level 7, as specified on the award map
Masters (LLM)	Passed a minimum of 180 credits at level 7, as specified on the award map

PG Cert and PG Dip awards are unclassified. The awards of Masters may be made with Pass, Merit or Distinction.

#### Classification of Masters

The classification will be determined by whichever of the following two methods results in the higher classification.

Method 1

- a) Candidates will be awarded a Distinction where they have attained an average of A- (PD) or higher from the credit achieved with the University for the award.
- b) Candidates will be awarded a Merit where they have attained an average of C+ (PM) or higher from the credit achieved with the University for the award.

#### Method 2

- a) Candidates will be awarded a Distinction, irrespective of their other module results, where they have attained 90 credits at grade A- (PD) or higher
- b) Candidates will be awarded a Merit, irrespective of their other module results, where they have attained 90 credits at grade C+ (PM) or higher

Candidates will be awarded a Pass where they have not fulfilled the rules for Method 1 or Method 2, but are eligible for the award of a Masters.

## 20. Graduate destinations, employability and links with employers

### Graduate destinations

The LLM in Employment Law is a qualification designed for graduates in Law, HR or related disciplines. It is suitable for students who have just completed their undergraduate studies and experienced practitioners. Upon successful completion of the LLM, students will be well placed to find new opportunities in Law and HR or to gain further employment or promotion within their existing organisation.

Employment Law is a fast growing and dynamic area of the law and sees very frequent changes. In recent times, the removal of fees for Employment Tribunal claims (from 2017) has seen a large increase in claims brought in Employment Tribunals in particular discrimination claims. This had led to an increase in the recruitment of Employment Judges (2019). As the law becomes more complex, the possession of an LLM in Employment Law is likely to prove a significant advantage to those who wish to work in the area whether in the private or public sector and whether for employees or employers.

The LLM also provides a platform to other research/higher degrees and promotion in other professional organisations. The completion of the Masters may also provide students with the ability to enhance their current working practices. Completion of this degree also enables interested students to pursue higher level research qualifications.

(Note: the award of LLM Employment Law does not itself entitle a person to practise law or to give legal advice.)

### Student employability

The LLM in Employment Law gives students the opportunity to build on and hone their existing knowledge of Employment Law and HR and related disciplines. Students are given the opportunity to improve their employability skills and attributes including in course practice and tuition regarding giving presentations, report writing, drafting advice and legal forms, client interviewing and advising, practical research and problem analysis and client care and professional ethics.

In addition, as students in the School of Law, students will be encouraged to take part in employability activities and events. These vary from year to year but typically include things such as public research seminars, conferences, external guest speakers, the Student Law Society, mooting, mock trials and client interviewing competitions, public debates and mentoring and work experience opportunities and networking opportunities. (Note that not all activities would normally be available to all students at all times.)

Further, all students would be able to draw upon the resources and help of the University of Worcester Careers and Employability Service based in the Peirson Study and Guidance Centre. They support students and graduates with the planning and



management of their careers and development of employability skills. As part of this they provide:

- CV, application and interview advice
- Volunteer opportunities
- Job news
- Psychometric tests
- Career workshops
- Preparing for the job market

### **Links with employers**

The development of the LLM in Employment Law has been informed by consultation with a broad range of legal professionals. The School of Law has excellent links with the profession and all of the law programmes at Worcester have been developed with the needs of the profession in mind. The School of Law continues to build links with local Employment Law specialist lawyers who volunteer in the University Legal Advice Centre. In addition, a number of local and regional employers sit on the School of Law Advisory Forum which meets regularly to monitor and encourage the development of employability opportunities for all School of Law students.

**Please note:** This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. More detailed information on the learning outcomes, content and teaching, learning and assessment methods of each module can be found in associated course documentation e.g. course handbooks, module outlines and module specifications.