



UNIVERSITY OF LONDON  
External System

# REGULATIONS

# 2009–10

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**Important document – please read**

Please read this booklet with care. It contains important information that governs your registration as an External student and your programme of study

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LLB degree

## **Important document – please read**

Regulations are reviewed and published annually, and are subject to change. Examinations, for example, are governed by the Regulations in force at the time of the examination and not at the time that a student initially registered. Students must, therefore, refer to the Regulations for the current year at all times.

All students are required to comply with the regulations, as well as the procedures, deadlines and instructions issued by the University in, for example, the student handbook/manual and Notice to candidates. The University is not responsible for any consequences arising from a student's failure to comply with these Regulations, procedures, deadlines or instructions.

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# LLB degree

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This booklet contains the Regulations for the LLB degree (known as the Programme Regulations) plus the General Regulations which govern all awards placed at levels 4, 5 and 6 of the Framework for Higher Education Qualifications (FHEQ). The FHEQ forms part of the academic infrastructure of the Quality Assurance Agency for Higher Education (QAA) in England and Wales. The two sets of regulations should be read together.

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# Programme Regulations

## 1. Introduction

1.1 The University awards the degree of Bachelor of Laws, hereafter called the LLB degree.

1.2 Under these Regulations, students may take individual subjects from the LLB degree as Occasional students or as Supplementary subjects (see paragraph 1 of the General Regulations and paragraph 2.11 and 2.13 of these Programme Regulations).

1.3 A student who has been awarded the University of London Diploma in Law by external study will be deemed to have satisfied the entrance requirements for the LLB degree and may proceed to the degree as an External student (see also paragraph 4 of the General Regulations).

1.4 Students registered for the Diploma in Law may transfer to the LLB degree **provided** they satisfy the conditions specified in paragraphs 46 to 52 of Schedule C.

1.5 Students who have previously received an award of the University of London, or whose registration with the University was terminated because he or she had exhausted the permitted number of attempts at an examination may apply to register again in accordance with paragraph 2.10 of the General Regulations. However, applications will only normally be considered after a period of at least four years has passed since the student graduated or his or her registration was terminated.

## 2. Structure

2.1 The LLB degree is offered under four schemes of examination, as follows:

- **Scheme A** consists of **twelve** subjects, taken in three parts as an Intermediate examination and a Final examination which is divided into Part I and Part II.
- **Scheme B** consists of **twelve** subjects taken in four parts (known as First, Second, Third and Fourth Years).
- **Graduate Entry Route A** consists of **nine** subjects taken in two parts as a Level I examination and a Final examination.
- **Graduate Entry Route B** consists of **nine** subjects taken in three parts (known as First, Second and Third Years).

Full details are given in Schedule A.

2.2 Subject to satisfying the provisions in paragraphs 3.1 to 3.15 and Schedule A, a student may apply to change the choice of optional subjects at any stage. **However, no change will be permitted after a student has made entry to the examination in a particular year.**

2.3 In view of the rigorous demands of degree level study, students who are not engaged in full-time study, and in particular students with significant work or family commitments, are strongly advised to register for the examinations under **Scheme B** or **Graduate Entry Route B**. *Professional bodies in different jurisdictions may, however, have specific requirements regarding the period of study, the subjects offered or the maximum number of attempts permitted at an examination in order to satisfy the requirements for the Academic Stage of legal training. Students are advised to check with the professional bodies in the jurisdiction in which they intend to practise before selecting a Scheme or Route of*

*examination, especially Graduate Entry Routes (sometimes known as 'Senior status degrees').*

2.4 Students may apply to transfer between certain Schemes and Routes, as indicated in Schedule C.

## Qualifying Law Degree in England and Wales - the Solicitors Regulation Authority and the Bar Standards Board requirements

2.5 In England and Wales, the Solicitors Regulation Authority and the Bar Standards Board require students to meet the following requirements in order for the LLB degree to be a Qualifying Law Degree:

- The entire course of study, including any study for which credit transfer or exemption has been awarded (see paragraph 4.4), must not be more than six years
- and**
- all Foundations of Legal Knowledge subjects (as defined in the professional bodies' qualifying regulations), including credits transferred in respect of those subjects from another degree programme (see paragraph 4.4) must total at least 180 credits (90 European Credit Transfer System Credits)

**and**

- students must make no more than **three** examination attempts at any Foundations of Legal Knowledge subject

**and**

- where students have been permitted to transfer credits from another degree programme, the transferred credits must have formed part of a Qualifying Law Degree

**and**

- students are required to satisfy the Examiners in **EU law**

**and**

- students registered with effect from **1 September 2007** or later must satisfy the requirements for demonstrating subject specific and transferable skills, as agreed between the University and the Joint Academic Stage Board, by completing a **Laws Skills Portfolio** via *either Laws Skills Pathway 1 or Laws Skills Pathway 2* (see paragraph 2.6).

2.6 Students registered with effect from **1 September 2007** or later who wish to obtain a Qualifying Law Degree as detailed in paragraph 2.5 are required to successfully complete a **Laws Skills Portfolio**, covering five skills areas:

- Legal research
- Autonomy
- Information technology
- Oral communication
- Team working

In addition, students must sit a short Laws Skills Portfolio examination.

In order for students to complete the **Laws Skills Portfolio**, two Laws Skills Pathways are offered (see also paragraphs 8 and 9):

### (a) Laws Skills Pathway 1

Students take the **Laws Dissertation subject option** as one of their final-year subjects and, in addition, submit evidence of their dissertation research process for the Laws Skills Portfolio, along with evidence of achievement in the other skills areas.

### (b) Laws Skills Pathway 2

In addition to their final-year subjects, students undertake a small-scale independent research project as the evidence base

for the Laws Skills Portfolio, along with evidence of achievement in the other skills areas.

*On both pathways, students must in addition sit the Laws Skills Portfolio examination.*

2.7 Students should note that, at the request of the Solicitors Regulation Authority and the Bar Standards Board, the University is providing these bodies with details of proven examination offences, including any action taken by the University. The dissertation and research project will be checked using anti-plagiarism software.

### **Period of registration**

2.8 The minimum period of registration for the LLB degree from a student's effective date of registration, is as follows:

- **three** academic years under **Scheme A**
- **four** academic years under **Scheme B**
- **two** academic years under **Graduate Entry Route A**
- **three** academic years under **Graduate Entry Route B**

Further information is given in paragraph 5 of the General Regulations.

2.9 The maximum period of registration for the LLB degree is **eight** years from the effective date of initial registration.

2.10 Students who have not completed all the requirements of the programme for which they are registered within the maximum period of registration may apply for a renewal of registration for a further full period, in accordance with paragraph 5.8 of the General Regulations.

### **Occasional students**

2.11 A student who has decided not to register for the full LLB degree may apply to register as an Occasional student (see also General Regulations).

2.12 Occasional students may not make more than two attempts at any subject. The maximum period of registration for Occasional students is four years.

### **Supplementary subjects**

2.13 An applicant who has already been awarded the LLB degree as an External student may apply to register for Supplementary subjects.

2.14 The mark(s) obtained in any Supplementary subject(s) will not affect the classification for the degree already awarded.

## **3. Rules of progression and reference** (see also paragraphs 8 and 9)

### **Rules of progression – all Schemes and Routes**

3.1 Students are required to attempt, and satisfy the Examiners in, all constituent papers of each Part, Year or Level *on the same occasion* before they are permitted to progress to the next Part, Year or Level, except where students have been referred or re-referred (see paragraphs 3.16 to 3.19).

3.2 The whole examination (i.e. all constituent papers) of each Part, Year or Level must be taken on separate occasions (see paragraph 3.3).

3.3 Students are only permitted to attempt the examinations (including re-sits) for one Part, Year or Level per academic year.

### **Rules of progression - Scheme A**

3.4 Students registered under **Scheme A** must have passed the Intermediate examination before proceeding to Part I of the Final examination. Students referred in a subject at the Intermediate examination, will not be permitted to progress to Part I of the Final Examination until the referred subject is successfully completed.

3.5 Students granted credit for/exemption from (see paragraphs 4.4 and 4.5) up to **three** Intermediate subjects under **Scheme A** (i.e. partial credit/exemption) are required to satisfy the Examiners in the remaining papers of the Intermediate examination before progressing to Part I.

3.6 Students granted credit for/exemption from all **four** Intermediate subjects may proceed directly to Part I.

3.7 Students may not proceed to Part II of the Final examination until Part I has been successfully completed. Students referred in a subject at Part I of the Final examination will not be permitted to progress to Part II of the Final examination until the referred subject is successfully completed.

### **Rules of progression – Scheme B**

3.8 Students registered under **Scheme B** must have passed the First Year examination before proceeding to the Second Year examination. Students referred in a subject at the First Year examination will not be permitted to progress to the Second Year examination until the referred subject is successfully completed.

3.9 Students granted credit for/exemption from (see paragraph 4.4 and 4.8) **one** or **two** First Year subjects under **Scheme B** are required to satisfy the Examiners in the remaining papers of the First Year examination before progressing to the Second Year.

3.10 Students granted credit for/exemption from **three** or **four** First Year subjects may proceed directly to the Second Year.

3.11 Students may not proceed to the Third Year examination until the Second Year examination has been successfully completed. Students referred in a subject at the Second Year examination will not be permitted to progress to the Third Year examination until the referred subject is successfully completed.

3.12 Students may not proceed to the Fourth Year examination until the Third Year examination has been successfully completed. Students referred in a subject at the Third Year examination will not be permitted to progress to the Fourth Year examination until the referred subject is successfully completed.

### **Rules of progression – Graduate Entry Route A**

3.13 Students registered under **Graduate Entry Route A** must have passed the Level I examination before proceeding to the Final examination. Students referred in a subject at the Level I examination will not be permitted to progress to the Final examination until the referred subject is successfully completed.

### **Rules of progression – Graduate Entry Route B**

3.14 Students registered under **Graduate Entry Route B** must have passed the First Year examination before proceeding to the Second Year examination. Students referred in a subject at the First Year examination will not be permitted to progress to the Second Year examination until the referred subject is successfully completed.

3.15 Students registered under **Graduate Entry Route B** must have passed the Second Year examination before proceeding to the Third Year examination. Students referred in a subject at the Second Year examination will not be permitted to progress to the Third Year examination until the referred subject is successfully completed.

#### **Reference – all Schemes and Routes**

3.16 The Board of Examiners has the discretion to refer a student in **one** subject only, in accordance with paragraphs 3.4 to 3.15. The Board will recommend that a student be referred *only* if their failure in the relevant subject was not serious.

3.17 A student who passes the referred subject will be permitted to progress to the next Part, Year or Level of the degree. A student who fails the referred subject will be 're-referred'.

3.18 A student who passes the re-referred subject will be permitted to progress to the next Part, Year or Level of the degree. A student who fails the re-referred subject will be regarded as having failed the examination for the relevant Part, Year or Level as a whole and this result will count towards the maximum number of attempts permitted (see paragraph 6.1). A student who fails the re-referred subject will not be permitted to progress to the subsequent examination until the relevant Part, Year or Level is successfully completed as a whole. Students will not be permitted to attempt the examination if the maximum number of attempts for that examination has been reached (see paragraph 6.1).

3.19 A student who is referred in an optional subject may change their choice of option for that subject (if applicable) provided that they do not offer a subject that they have already passed.

#### **Reference - Scheme A and Graduate Entry Route A**

3.20 Students who fail to satisfy the Examiners in a single subject at either the Intermediate or Part I examination for **Scheme A** or the Level I examination for **Graduate Entry Route A** may be referred in that subject.

3.21 A student who, having been awarded exemption or credit at the Intermediate examination (**Scheme A**), is required to take only **two** subjects and fails **one** subject marginally will not be referred but will be required to re-enter for both subjects at any subsequent attempt.

3.22 There is no provision for reference (but see paragraph 2 under Scheme of award) at the Part II examination under **Scheme A** or at the Final examination under **Graduate Entry Route A**.

#### **Reference – Scheme B and Graduate Entry Route B**

3.23 Students who fail to satisfy the Examiners in a single subject at the First, Second or Third Year examination under **Scheme B** or at the First or Second Year examination under **Graduate Entry Route B** may be referred in that subject.

3.24 A student who, having been awarded exemption or credit at the First or Second Year examination (**Scheme B**) or credit at the Second Year examination (**Graduate Entry Route B**), is required to take only **two** subjects and fails **one** subject marginally will not be referred but will be required to re-enter for both subjects at any subsequent attempt.

3.25 There is no provision for reference (but see paragraph 2 under Scheme of award) at the Fourth Year examination under **Scheme B** or the Third Year examination under **Graduate Entry Route B**.

## **4. Entrance requirements and recognition of prior study**

### **Entrance requirements**

4.1 Applicants who wish to register for the LLB degree must satisfy the University's general entrance requirements (see paragraph 3 of the General Regulations).

4.2 Applicants will usually be considered to meet the English language requirements of the LLB on the basis that:

- their first language/mother tongue is English
- or** they provide satisfactory evidence showing that they have:
  - had substantial (minimum of 18 months) education (secondary or higher) conducted in English; **or**
  - had substantial (minimum of 18 months) work experience conducted in English; **or**
  - passed acceptable examinations in English equivalent to GCSE/GCE 'O' level English Language grade C; **or**
  - passed, at an appropriate level, a test of proficiency in English acceptable to the University.

Applicants who do not meet these entrance requirements may be considered at the discretion of the University.

4.3 Access to the internet is a requirement for all students. Minimum computer requirements are provided in the Prospectus and Student handbook.

### **Recognition of prior study**

#### **Credit transfer into Scheme A or B (12 subjects) of the LLB**

4.4 Students who have undertaken part of an appropriate degree at a university acceptable to the University of London may apply to complete their studies for the LLB as an External student under **Scheme A** or **Scheme B**. Students may be considered for credit for subjects previously passed in accordance with the conditions specified in Schedule C of these Programme Regulations (see also paragraphs 4.5 to 4.8). Students applying for credit transfer who wish to obtain a Qualifying Law Degree should also refer to the conditions specified in paragraph 9 of Schedule C. The University awards credit in accordance with the Credit Transfer sections of the Guide to Academic Stage of Training issued by the professional bodies in respect of qualifying as a Barrister or a Solicitor in England and Wales.

4.5 Students may apply for credit transfer under **Scheme A** or **Scheme B** as indicated in paragraphs 4.6 to 4.8 and Schedule C. There is **no** credit transfer in respect of any subjects under **Graduate Entry Route A** or **Graduate Entry Route B**.

4.6 Under **Scheme A**, students may apply for credit transfer in respect of study equivalent to the Intermediate examination or individual subjects contained therein.

4.7 A student who has been awarded credits in respect of examinations equivalent to the whole of the Intermediate examination under **Scheme A** may apply to offer at Part I of **Scheme A** an Intermediate subject which has not previously been studied, in lieu of any Part I subject previously passed as part of the examinations on which credit transfer was based. All such applications will be considered on an individual basis by the University. An application will **not** be considered after a student has made entry to the Part I examination. Where such permission is granted, the Intermediate level subject will be treated as a Part I subject for degree classification purposes.

4.8 Under **Scheme B**, students may apply for credit transfer in respect of study equivalent to, and up to the maximum of, **four** First Year subjects. Credit for three out of four subjects will be credited to the First Year examination of **Scheme B**. Credit for the remaining First Year subject will be credited to the Second Year examination.

### Recognition of prior study – Graduate entry

4.9 The following are eligible to apply for graduate entry:

- graduates holding a full First degree from a state University in the United Kingdom or another European country or in Australia, Canada, Hong Kong SAR, Israel, Malaysia, New Zealand, Singapore, Sri Lanka, South Africa or the West Indies
- graduates holding a full First degree from a regionally accredited institution in the USA
- graduates holding a full First degree from an Indian Institute of Technology or a four year full-time First degree from a recognised university or a three year full-time First degree from a limited number of acceptable universities in India
- Graduates holding a four-year full-time First degree from a limited number of acceptable universities in Vietnam.

Professional qualifications cannot be considered for graduate entry. Students with other degrees not listed above should seek advice from the External Admissions Office at the address in the prospectus. Degrees not listed above will be considered at the discretion of the University.

### Exemption for prior learning

4.10 Students who have obtained Level 6 of the Professional Higher Diploma in Law of the Institute of Legal Executives may be considered for exemption for prior learning for up to a maximum of four Intermediate subjects (also see paragraph 8 of Schedule C).

## 5. Assessment

(see also paragraphs 8 and 9)

5.1 Each subject of the LLB degree will be examined by **one** three-hour unseen written paper (*plus* 15 minutes reading time), with the exception of the **Laws Dissertation subject option** (see paragraph 8) and the **Laws Skills Portfolio** (see paragraph 9). For **Common Law Reasoning and Institutions** students are required to use the online library, complete the online legal research exercises, and write a short research essay in addition to taking the written paper examination.

5.2 Examinations shall be completed without aids unless otherwise prescribed (see Schedule B). At their discretion, the Examiners may test students by means of oral questions.

5.3 Questions may be set on recent legislation and current proposals for law reform within the scope of the syllabus.

Students will be expected to be familiar with developments in the law occurring up to **15 February** in the year of the examination.

5.4 All subjects of each examination must be taken on the same occasion except when the rules of credit/exemption and reference apply (see paragraphs 3.1 to 3.25).

5.5 All students must comply with the regulations for the conduct of examinations set out in paragraph 10 of the General Regulations. The following additional provisions also apply to examinations for the LLB degree.

5.6 Statutes and other materials may be brought into the examination room for examinations in accordance with the rules given in Schedule B.

5.7 A definitive list of statutes and other materials permitted in the examination room will be sent out with the admission notice/timetable.

### Date of examinations

#### Intermediate, Level I and First Year examinations

5.8 The Intermediate examination under **Scheme A**, the Level I examination under **Graduate Entry Route A** and the First Year examination under **Scheme B** or **Graduate Entry Route B** will take place in **late May/early June** each year.

5.9 Additional examination sessions are available to the following students (see also paragraphs 5.13 to 5.21):

- students who have been referred or re-referred in the May/June examinations (see paragraphs 5.13 and 5.17)
- students who have been given permission by the Board of Examiners to re-sit the relevant Part, Year or Level as a whole (see paragraphs 5.13 to 5.21)
- exceptionally, students who were unable to take the examination in late May/early June due to sudden illness, bereavement or for reasons of employment. Permission to enter is considered on an individual basis and is at the discretion of the University (see paragraphs 5.14 and 5.19)

These additional examination sessions will take place in London, Cork and Dublin in **September** each year, and overseas centres in **late October/early November** each year.

#### Part I, Second Year and Third Year examinations

5.10 Part I of the Final examination under **Scheme A**, the Second Year examination under **Scheme B** or **Graduate Entry Route B** and the Third Year examinations under **Scheme B** will take place in **late May/early June** each year.

5.11 Additional examination sessions are available to the following students (see also paragraphs 5.13 to 5.21):

- students sitting in the UK, Republic of Ireland or in overseas centres who have been referred or re-referred in the May/June examinations (see paragraphs 5.13 and 5.17)
- students sitting in the UK or in the Republic of Ireland *only*, who have been given permission by the Board of Examiners to re-sit the relevant Part, Year or Level as a whole (see paragraph 5.13). Students who sat the examinations in late May/early June in overseas centres will be required to wait until the following May to re-sit the relevant Part, Year or Level as a whole.
- exceptionally, students sitting in the UK or in the Republic of Ireland *only*, who were unable to take the examination in late May/early June due to sudden illness, bereavement or for reasons of employment.

Permission to enter is considered on an individual basis and is at the discretion of the University (see also paragraph 5.14)

These additional examination sessions will take place in London, Cork and Dublin in **September** each year, and overseas centres in **late October/early November** each year.

## Part II, Final, Third and Fourth Year examinations

5.12 Part II of the Final examination under **Scheme A**, the Final examination under **Graduate Entry Route A**, the Third Year examination under **Graduate Entry Route B** and the Fourth Year examination under **Scheme B** will take place once each year, and will normally be held in **late May/early June** (all centres). There are no additional examinations sessions for these examinations.

### Examinations in September

5.13 A re-sit of the Intermediate and Part I examinations under **Scheme A**, the Level I examination under **Graduate Entry Route A**, the First, Second, and Third Year examinations under **Scheme B**, and the First and Second Year examinations under **Graduate Entry Route B** is held each year in September for students who, in the opinion of the Examiners, failed these examinations in May by only a narrow margin. These re-sit examinations are held in London, Cork or Dublin only for students who took the May examinations in the United Kingdom or in the Republic of Ireland. Permission to enter is limited and is at the discretion of the University. Students who have been referred or re-referred in a paper at the May examination may sit this paper in September if they wish, or wait until the following May.

5.14 Exceptionally, students who have not sat the Intermediate and Part I examinations under **Scheme A**, the Level I examination under **Graduate Entry Route A**, the First, Second, and Third Year examinations under **Scheme B**, and the First and Second Year examinations under **Graduate Entry Route B** in May may apply to sit these examinations in September. These examinations are held in London, Cork or Dublin only for students in the United Kingdom or in the Republic of Ireland. Permission to enter is limited and is at the discretion of the University. Permission to do so may be given in circumstances such as sudden illness, bereavement or for reasons of employment. Any application for permission to sit in September must be accompanied by written documentation such as a medical certificate or a letter from an employer. Under no circumstances will permission be given on the grounds of conflicting examination dates for other qualifications.

5.15 Students at the examinations specified in paragraphs 5.13 and 5.14 may be referred in accordance with the provisions of paragraphs 3.16 to 3.25. If a student obtains the result 'Retired' or 'Fail' at an examination in September the attempt will count towards the maximum number of attempts permitted (see paragraph 6.1).

5.16 Re-sit examinations that take place in September are governed by the previous year's Regulations.

### Examinations in late October/early November

5.17 Re-sit examinations are held in late October/early November each year, for the Intermediate and Part I examinations under **Scheme A**, the Level I examination under **Graduate Entry Route A**, the First, Second, and Third Year examinations under **Scheme B**, and the First and Second Year examinations under **Graduate Entry Route B**. These examinations are open only to students who sat the May examination in a country outside the United Kingdom or the

Republic of Ireland and, except as provided in paragraph 5.19, only to students who were referred or re-referred. The examinations will be held only in those countries where the Overseas Examination Centre is prepared to conduct them; it is possible that only one centre in each country will be designated for this purpose. Students who have been referred in a paper at the May examination may sit this paper in October/November if they wish, or wait until the following May.

5.18 Where the Examiners have been able to determine the results for the overseas students concerned in sufficient time a full re-sit examination will also be held in late October/early November each year, for the Intermediate examination under **Scheme A**, the Level I examination under **Graduate Entry Route A**, the First and Second Year levels under **Scheme B** and First Year level under **Graduate Entry Route B**. This examination is open only to students who, in the opinion of the Examiners, failed the May examination by a narrow margin in a country outside the United Kingdom or the Republic of Ireland. The examination will be held only in those countries where the Overseas Examination Centre is prepared to conduct it; and it is possible that only one centre in each country will be designated for this purpose. Permission to enter is limited and is at the discretion of the University.

5.19 Exceptionally, students who have not sat the Intermediate examination under **Scheme A**, the Level I examination under **Graduate Entry Route A**, the First and Second Year examinations under **Scheme B** or the First Year examination under **Graduate Entry Route B** in May may apply to sit these examinations in October/November. Permission to do so is limited and is at the discretion of the University. Permission to enter will be given only rarely and only in circumstances such as sudden illness, bereavement or for reasons of employment. Any application for permission to sit in October/November must be accompanied by written documentation such as a medical certificate or a letter from an employer. Under no circumstances will permission be given on the grounds of conflicting examination dates for other qualifications. The examination will be held only in those countries where the Overseas Examination Centre is prepared to conduct it, and it is possible that only one centre in each country will be designated for this purpose.

5.20 Students at the examinations specified in paragraphs 5.18 to 5.19 may be referred in accordance with the provisions of paragraphs 3.16 to 3.25. If a student obtains the result 'Retired' or 'Fail' at an examination in October/November the attempt will count towards the maximum number of attempts permitted (see paragraph 6.1).

5.21 Re-sit examinations that take place in October/early November are governed by the previous year's Regulations.

## 6. Number of attempts permitted (see also paragraphs 8 and 9)

6.1 The maximum number of attempts permitted at any examination of the LLB degree is **four** (but see paragraph 2.5). Students who receive a result of 'Pass', 'Fail' or 'Retired' at any examination will be considered to have made an attempt.

6.2 The result 'Retired' is given to a student who is absent from one or more papers, and is required to take all **four** subjects (**Scheme A** and **Graduate Entry Route A**) or all **three** subjects (**Scheme B** and **Graduate Entry Route B**) on re-entry to the examination. Students who are absent from all papers are given the result 'not up' and the entry does **not** count as one of the maximum number of permitted attempts.

6.3 Attempts made under one Scheme or Route prior to transfer to another Scheme or Route count as attempts as indicated in Schedule C.

6.4 The result 'referred' or 're-referred' (see paragraphs 3.16 and 3.17) does not count as an attempt at the examination. Students may be examined on **one** occasion in a 'referred' subject *and one* further occasion if they are 're-referred' in the subject.

6.5 A student who fails a subject in which they have been 're-referred' will be regarded as having failed the whole examination for the relevant Part, Year or Level as a whole, and this result will count towards the maximum number of attempts permitted.

6.6 Once a student has successfully completed the examination for any Part, Year or Level of the degree, he or she may not make a further attempt at that examination (or any subject within that examination) for any reason, with the exception as indicated in paragraph 2.13. In addition, students who have been referred or re-referred in a subject, will **not** be permitted to make a further attempt at the remaining subjects for that Part, Year or Level.

6.7 In the case of students who transfer their registration from the University of London Diploma in Law to the LLB degree, any previous attempts at the examinations for the Diploma in Law will count towards the number of attempts permitted for the Intermediate, First Year or Level I examinations for the LLB degree.

6.8 Occasional students may not make more than **two** attempts at any subject.

6.9 A student may not make more than **two** attempts at a Supplementary subject.

## 7. Fees

7.1 The fees payable to the University for the LLB degree are as follows:

**Application handling fee:** payable by all applicants in order to be considered for registration.

**Credit transfer/exemption application fee:** payable by applicants in order to be considered for credit transfer or exemptions.

**Registration fee:** payable by applicants who are accepted for their chosen degree, in order to be registered as an External student.

**Continuing registration fee:** payable by 1 September in the second and subsequent year of registration, in order to maintain registration. Payment for the **Law Skills Portfolio** must be made with the Continuing registration fee.

**Examination entry fee:** in order to be entered for an examination (see also paragraph 7.3).

**Registration supplement:** payable by all students who register for Land Law, Law of Tort, Law of Trusts and Company Law.

7.2 The fees payable in the 2009-2010 academic year are:

<b>Degree students</b> (all Schemes or Routes)	
Application handling fee	£60
Credit transfer/exemption application fee (per subject)	£33
Full year's transfer fee	£129
Registration fee	£746
Continuing registration fee	£305

<b>Occasional students</b>	
Application handling fee	£60
Registration fee	£319
Continuing registration fee	£156

<b>Supplementary subjects</b>	
Registration fee	£319
Continuing registration fee	£156

<b>Scheme A</b>	
Intermediate examination	£511
- three subjects only*	£511
- two subjects only*	£329
- one subject only*	£205
Part I or Part II	£511
Referred subject	£205

<b>Graduate Entry Route A</b>	
Level I	£511
Referred subject	£205
Final examination	£708

<b>Scheme B and Graduate Entry Route B</b>	
First Year examination	£511
- two subjects only*	£329
- one subject only*	£205
Second Year	£511
- two subjects only*	£329
Third or Fourth Year	£511
Referred subject	£205

<b>Laws Skills Portfolio</b>	
Laws Skills Pathway 1 (dissertation)	£236
Laws Skills Pathway 2 (research project)	£161

<b>Supplementary subjects and Occasional students</b>	
Examination fee (each subject)	£197

<b>All students -registration supplement</b> (per subject)	
Company Law	£25
Land Law	£25
Law of Tort	£25
Law of Trusts	£25

\* These fees apply only to students who have been granted credit/exemption.

7.3 A fee is normally levied by all examination centres (other than London) and Overseas Examination Centres. This fee is payable by students each time they make an examination entry. The University cannot be responsible for this fee nor can it influence the level of fee charged.

## Refunds

7.4 Registration and continuing registration fees will not be refunded except as permitted in paragraph 12 of the General Regulations provided that the student has not already entered the Part II examination under **Scheme A** (Final examination under **Graduate Entry Route A**) or the Fourth Year examination under **Scheme B** (Third Year examination under **Graduate Entry Route B**). Examination entry fees are **not** refundable nor can they be transferred from one examination to a later one. No other fees are refundable (see paragraph 12 of the General Regulations).

## 8. Laws Dissertation subject option

8.1 Notwithstanding paragraphs 3 to 6, the following rules apply to the **Laws Dissertation subject option** (see also the syllabus in Schedule B).

8.2 The **Laws Dissertation subject option** is available only to students who are **both** in their final year of the LLB degree **and** who are seeking a Qualifying Law Degree, as indicated by past or concurrent registration for EU law.

8.3 Research for the **Laws Dissertation subject option** may be on a topic in a previously or concurrently studied law subject; the topic must be one not otherwise treated in depth in the normal course of studies.

8.4 A research proposal for the dissertation must be submitted by **15 November** in the academic year in which the subject is being taken. Responses to the proposal will be sent from the University in electronic form. If the response to the proposal is 'approved', the student may continue. If the response to the proposal is 'approved: revision needed', then the student is advised to make the necessary revisions, but is not required to re-submit. If the response is 'not approved', the student may not continue with the subject option and may choose a different subject.

8.5 The **Laws Dissertation subject option** contributes to the final degree classification and is assessed by:

- (a) a 10,000 word dissertation submitted to the University in electronic form by **1 May** in the academic year in which the subject is being taken (weighted at 90%) **and**
- (b) a one hour 40 minutes unseen written examination paper (weighted at 10%).

8.6 Where a student receives the result of 'fail' for the dissertation examination, they will be deemed to have failed the subject.

8.7 Where a student receives the result of 'fail' for the dissertation element only, and the fail is not serious (see Schedule D), they may submit a revised version of the dissertation by the date specified in the response from the University.

8.8 Where a student fails the subject and chooses to re-take, it must be on a different research topic.

8.9 The maximum number of attempts for the **Laws Dissertation subject option** is **four**.

8.10 By exception to paragraph 3.2, where students have satisfied the Examiners in both the dissertation and the dissertation examination but have failed other subjects in the Part, Level or Year, they are **not** required or permitted to re-take the **Laws Dissertation subject option**.

8.11 Where a student is working on a dissertation with supervision, feedback from supervisors is not an examination offence, but the work itself must be written solely by the student submitting the dissertation. The dissertation will be checked using anti-plagiarism software.

## 9. Laws Skills Portfolio

9.1 The **Laws Skills Portfolio** is assessed by:  
(a) a Laws Skills Portfolio submitted to the University in electronic form by **15 May** in the final academic year of study **and**  
(b) a one hour 40 minutes unseen written examination paper.

9.2 Research for the **Laws Skills Portfolio** may be on a topic in a previously or concurrently studied law subject; the topic must be one not otherwise treated in depth in the normal course of studies.

9.3 The legal subject area must be indicated on the examination entry form.

9.4 The **Laws Skills Portfolio** and examination paper are assessed as 'satisfactory' or 'unsatisfactory'.

9.5 Where a student receives the result of 'unsatisfactory' for the **Laws Skills Portfolio** examination, they will be deemed to have failed the whole Portfolio. Such students may re-take the **Laws Skills Portfolio** on a different research topic and the Portfolio examination.

9.6 Where a student receives the result of 'unsatisfactory' for the Portfolio only, they may re-submit by the date specified in the response from the University.

9.7 The **Laws Skills Portfolio** does not count towards the final degree classification. Thus where a student receives the result of 'unsatisfactory' for the **Laws Skills Portfolio** this has no consequences for LLB subjects: they are not required to re-take the whole examination (i.e. all constituent papers) for that academic year.

9.8 The maximum number of attempts for the **Laws Skills Portfolio** is **three**.

9.9 Team work, and feedback, for the purposes of the **Laws Skills Portfolio** involves assistance from other people and is not an examination offence (see General Regulation paragraph 10.14) but the work itself must be written solely by the student submitting the **Laws Skills Portfolio** (see General Regulation paragraph 10.13).

# Schedule A / Degree structure

## Scheme A

### Intermediate examination

*Common law reasoning and institutions [265 0031]*  
*Criminal law [265 0010]*  
*Elements of the law of contract [265 0040]*  
*Public law [265 0020]*



### LLB Final examination Part I

*Land law [266 0003]*  
*Law of tort [266 0001]*  
*Law of trusts [266 0002]*  
*Optional subject*



### LLB Final examination Part II

*Jurisprudence and legal theory [267 0005]*  
*Optional subject*  
*Optional subject*  
*Optional subject*

### Scheme A optional subjects

#### Part I or II

*Administrative law [266 0008]*  
*Civil and criminal procedure [266 0004]*  
*Commercial law [266 0017]*  
*Company law [266 0021]*  
*Criminology [266 0025]*  
*EU law [266 0024] †*  
*Evidence [266 0007]*  
*Family law [266 0019]*  
*History of English law [266 0012]*  
*International protection of human rights [266 0029]*  
*Introduction to Islamic law [266 0028]*  
*Labour law [266 0018]*  
*Public international law [266 0013]*

#### Part II only

*Conflict of laws [267 0014]*  
*Intellectual property [267 0026]*  
*Laws Dissertation subject option [266 0200] ◇*  
*Succession [267 0016]*

## Scheme B

### First Year

Any **three** of the following subjects:  
*Common law reasoning and institutions [265 0031]*  
*Criminal law [265 0010]*  
*Elements of the law of contract [265 0040]*  
*Public law [265 0020]*



### Second Year

The remaining subject from the First Year list not already taken plus **two** of the following subjects:

*Land law [266 0003]*  
*Law of tort [266 0001]*  
*Law of trusts [266 0002]*



### Third Year

The remaining subject from the Second Year list not already taken plus:

*Optional subject*  
*Optional subject*



### Fourth Year

*Jurisprudence and legal theory [267 0005]*  
*Optional subject*  
*Optional subject*

### Scheme B optional subjects

#### Third Year or Fourth Year

**Third and Fourth year options:**  
*Administrative law [266 0008]*  
*Civil and criminal procedure [266 0004]*  
*Commercial law [266 0017]*  
*Company law [266 0021]*  
*Conflict of laws [267 0014]*  
*Criminology [266 0025]*  
*EU law [266 0024] †*  
*Evidence [266 0007]*  
*Family law [266 0019]*  
*History of English law [266 0012]*  
*Intellectual property [267 0026]*  
*International protection of human rights [266 0029]*  
*Introduction to Islamic law [266 0028]*  
*Labour law [266 0018]*  
*Public international law [266 0013]*  
*Succession [267 0016]*  
**Fourth Year option only:**  
*Laws Dissertation subject option [266 0200] ◇*

### Notes:

- ◇ Currently this option is available only to students who wish to obtain a Qualifying Law Degree, as indicated by previous or concurrent registration for EU law.
- † Students are required to satisfy the Examiners in EU law for Qualifying Law Degree status (see paragraph 2.5).

- Students must read this Schedule in conjunction with paragraph 2 of the Programme Regulations and with Schedule B.
- The examination codes are appended to the subject titles and these codes should be used when completing examination entry forms.

### Decisions for students seeking a Qualifying Law Degree

Scheme A	Scheme B	Graduate entry route A	Graduate entry route B
2 <sup>nd</sup> or 3 <sup>rd</sup> year of study	3 <sup>rd</sup> or 4 <sup>th</sup> year of study	2 <sup>nd</sup> year of study	
Register for the optional subject, EU law	Register for the optional subject, EU law	Register for the optional subject, EU law	
		Choose <b>Laws Skills Portfolio</b> via <b>Law Skills Pathway 1</b> or <b>Laws Skills Pathway 2*</b>	
3 <sup>rd</sup> year of study	4 <sup>th</sup> year of study		3 <sup>rd</sup> year of study
Choose <b>Laws Skills Portfolio</b> via <b>Law Skills Pathway 1</b> or <b>Laws Skills Pathway 2*</b>	Choose <b>Laws Skills Portfolio</b> via <b>Law Skills Pathway 1</b> or <b>Laws Skills Pathway 2*</b>		Register for the optional subject, EU law
			Choose <b>Laws Skills Portfolio</b> via <b>Law Skills Pathway 1</b> or <b>Laws Skills Pathway 2*</b>

\* **Laws Skills Pathway 1:** register for the Dissertation optional subject and complete the Laws Skills Portfolio.

**Laws Skills Pathway 2:** undertake a small-scale separate research project and complete the Laws Skills Portfolio.

## Graduate Entry Route A

### Level I

*Common law reasoning and institutions [265 0031]*  
*Criminal law [265 0010]*  
*Elements of the law of contract [265 0040]*  
*Public law [265 0020]*



### Final Examination

*Land law [266 0003]*  
*Law of tort [266 0001]*  
*Law of trusts [266 0002]*

Plus any **two** of the following:

*Administrative law [266 0008]*  
*Civil and criminal procedure [266 0004]*  
*Commercial law [266 0017]*  
*Company law [266 0021]*  
*Conflict of laws [267 0014]*  
*Criminology [266 0025]*  
*EU law [266 0024] †*  
*Evidence [266 0007]*  
*Family law [266 0019]*  
*History of English law [266 0012]*  
*Intellectual property [267 0026]*  
*International protection of human rights [266 0029]*  
*Introduction to Islamic law [266 0028]*  
*Jurisprudence and legal theory [267 0005]*  
*Labour law [266 0018]*  
*Laws Dissertation subject option [266 0200] ◇*  
*Public international law [266 0013]*  
*Succession [267 0016]*

#### Notes:

- ◇ Currently this option is available only to students who wish to obtain a Qualifying Law Degree, as indicated by previous or concurrent registration for EU law.
- † Students are required to satisfy the Examiners in EU law for Qualifying Law Degree status (see paragraph 2.5).
- Students must read this Schedule in conjunction with paragraph 2 of the Programme Regulations and with Schedule B.
- The examination codes are appended to the subject titles and these codes should be used when completing examination entry forms.

## Graduate Entry Route B

### First Year

Any **three** of the following subjects:

*Common law reasoning and institutions [265 0031]*  
*Criminal law [265 0010]*  
*Elements of the law of contract [265 0040]*  
*Public law [265 0020]*



### Second Year

The remaining subject from the First Year list not already taken plus **two** of the following subjects:

*Land law [266 0003]*  
*Law of tort [266 0001]*  
*Law of trusts [266 0002]*



### Third Year

The remaining subject from the Second Year list not already taken plus **two** of the following:

*Administrative law [266 0008]*  
*Civil and criminal procedure [266 0004]*  
*Commercial law [266 0017]*  
*Company law [266 0021]*  
*Conflict of laws [267 0014]*  
*Criminology [266 0025]*  
*EU law [266 0024] †*  
*Evidence [266 0007]*  
*Family law [266 0019]*  
*History of English law [266 0012]*  
*Intellectual property [267 0026]*  
*International protection of human rights [266 0029]*  
*Introduction to Islamic law [266 0028]*  
*Jurisprudence and legal theory [267 0005]*  
*Labour law [266 0018]*  
*Laws Dissertation subject option [266 0200] ◇*  
*Public international law [266 0013]*  
*Succession [267 0016]*

# Schedule B / Syllabuses

## Statutes and other documents

The University will not provide statutes or other documents in the examination room. Students will, however, be permitted to bring into the examination room the statutes and other materials listed in the subject syllabuses. Students are permitted to use any edition of the permitted statutes, although they are strongly advised to use the most recent one.

Where statutes or statutory instruments are listed at the end of individual syllabuses this means a 'Queen's Printer' copy of the statute or statutory instrument *or* a photocopy of a 'Queen's Printer' copy *or* a 'Print' (PDF) copy (but not a 'Web' (HTML) copy) downloaded from the Office of Public Sector Information website *and* a 'Queen's Printer' copy of any later statute amending or repealing those statutes. 'Queen's Printer' copies must be of the full original statute or statutory instrument and not of the statute or statutory instrument as reprinted in a case book or statute book.

Students may underline and/or highlight passages with a coloured pen in the materials, but all other forms of personal annotation on statutes and other materials permitted to be taken into the examination room are strictly forbidden. Students may highlight different passages with different coloured pens. **Students are forbidden to attach self-adhesive notelets or index tags or any other paper to the pages of statute books or other permitted materials.**

**The details of statutes and other documents given in this Schedule are subject to revision by the Board of Examiners and will be superseded by the consolidated list of statutes and other materials which will be circulated to students with the timetable.**

Students must comply with the rules governing the use of these materials given in paragraph 10 of the General Regulations.

## Syllabuses

Details of individual syllabuses may change from year to year. Examinations in any given year are governed by the Regulations and syllabuses for that year. Students are therefore strongly advised to consult the current version of the subject syllabus.

Where minor changes have been made to a syllabus this is indicated by the sub-heading '*Amended syllabus*'. Where changes have been made only to the materials permitted in the examination room, this is indicated by the sub-heading '*Amended materials*'.

Students are advised to refer to the learning outcomes provided in the subject guides.

The syllabuses for subjects which are now only available to re-entry students have been omitted from this Schedule. Students permitted to take these subjects should refer to previous editions of the Regulations for details of these syllabuses.

The examination codes are appended to the subject titles and these codes should be used when completing examination entry forms.

### **Administrative law [2660008]**

- (a) The nature and scope of administrative law.
- (b) The legal status and powers of administrative authorities; the Crown; ministers; civil service including executive agencies; local authorities; regulatory agencies; other public authorities, e.g. the National Health Service.
- (c) Processes in public administration: legislation and delegated legislation; discretion; rule-making; policies; adjudication; consultation. Allocation of functions.
- (d) Procedures and remedies of judicial review of administrative action under section 31 Supreme Court Act 1981 and RSC Order 53.
- (e) The grounds upon which judicial review may be obtained including illegality, procedural impropriety, irrationality and legitimate expectation. Exclusion of judicial review.
- (f) "Ombudsmen": the Parliamentary Commissioner for Administration; the Health Service Commissioner; the Local Commissioners for Administration.
- (g) Tribunals. The function, constitution and procedure of tribunals. The Council on Tribunals.
- (h) Inquiries: the origin and function of inquiries; public local inquiries in relation to land-use control; other types of inquiries.
- (i) Contract and tort liabilities and duties of public bodies. Estoppel. Restitution. Crown Proceedings Act 1947.
- (j) The impact of the European Convention of Human Rights on the development of English administrative law.
- (k) The impact of EC general principles of law on English Administrative law, especially procedural fairness,

legitimate expectations, proportionality and fundamental human rights.

### **Civil and criminal procedure [2660004]**

#### *Amended materials*

This subject will require students to demonstrate an ability to analyse the substantive issues that underpin civil and criminal procedure. Civil and criminal procedure operates within broadly stated legal rules but this course will also consider the legal issues raised by particular areas of concern. The subject will be divided equally between civil and criminal procedure. Students will be expected to compare and contrast civil and criminal procedure and will need to have a good working knowledge of the court system and the way in which civil and criminal justice is organised and dispensed.

#### (a) **Introduction**

- Aims and values of the civil process
- Civil court structure
- Aims and values of the criminal process
- Criminal court structure

#### *Civil procedure*

#### (b) **Civil process before trial**

- Limitations
- Funding
- Court jurisdiction
- Parties and joinders - interpleaders

#### (c) **Commencement of proceedings**

- Issuing and serving proceedings

- Renewal of process
  - Service outside the jurisdiction
  - (d) **Responding to a claim**
    - Default judgments
    - Statement of cases
    - Track allocation
    - Small claims track
    - Fast track
    - Multi-track
  - (e) **Case Management**
    - Requests for further information
    - Additional claims
    - Part 8 claims and petitions
    - Interim applications
  - (f) **Summary disposal**
    - Summary judgment
    - Striking out, discontinuance and stays
    - Interim payments
    - Security for costs
  - (g) **Aspects of civil trial I**
    - Sanctions
    - Disclosure
    - Experts
    - Witness statements and affidavits
    - Hearsay evidence
    - Admissions and documentary evidence
    - Injunctions
  - (h) **Aspects of civil trial II**
    - References to ECJ
    - Judgment and orders
    - Part 36 orders and payments
    - Costs
    - Enforcement
    - Appeals
- Criminal Procedure**
- (i) **Police powers and bail**
    - Arrest
    - Detention
    - Search and Seizure
    - Questioning
    - Police Practices
    - Remedies for abuse of police powers
  - (j) **Charging and bail**
    - Formulation and amendment of charges
    - Bail
  - (k) **Commencement of Proceedings**
    - Transfers
    - Indictments
    - Preparation for trial
    - Discovery and disclosure
    - ID evidence
  - (l) **Aspects of criminal trial I**
    - Pleas and plea bargaining
    - Juries
    - Costs
  - (m) **Aspects of criminal trial II**
    - Sentencing
    - Criminal Appeals

Students are permitted to bring into the examination room the following specified documents: one copy) of the *Codes of Practice issued under Police and Criminal Evidence Act 1984* **and** one copy of *Blackstone's Statutes on Criminal Justice and Sentencing* (OUP).

## **Commercial law [2660017]**

- (a) **Agency**
  - define the term 'agent'
  - explain how an agency is created
  - discuss the scope of the agent's authority
  - explain the rights and obligations owed by the principal and by the agent to the third party
  - explain the rights and obligations owed by the third party to the principal and to the agent
- (b) **Sale of goods**
  - discuss the approach taken to interpretation of the Sale of Goods Act 1979
  - analyse the components of the definition of a contract of sale
  - explain the circumstances in which property in goods is passed
  - identify how risk is passed
  - understand the *nemo dat* rule
  - discuss and illustrate the exceptions to *nemo dat* rule
  - explain the duties of the seller to deliver and the buyer to accept goods
  - discuss the implied terms in ss.12–15 of the Sale of Goods Act 1979
  - discuss the relationship between the different implied terms
  - outline the limits imposed on attempts by the seller to exclude or restrict liability for breach of the implied terms
  - understand and discuss the rules on acceptance
  - explain the remedies available to the buyer and the seller where there is a breach of the sale contract
  - explain the use of retention of title clauses and the limits of such clauses.
- (c) **International sale contracts**
  - identify the key characteristics of cif and fob contracts
  - analyse the distinctions between cif and fob contracts
  - discuss the duties of the seller and buyer under cif and fob contracts
  - explain the remedies available to the seller and buyer under cif and fob contracts
  - understand the general issues involved in the use of electronic documentation and the effect of international agreements on the terms of international sale contracts.
- (d) **Payment**
  - define and identify the characteristic features of a documentary credit
  - explain the significance of the Uniform Customs and Practice for Documentary Credits (UCP)
  - identify the different types of documentary credit
  - explain the steps involved in the opening of a credit
  - analyse the various contractual relationships
  - discuss the strict compliance and autonomy of the credit rules
  - explain the rights and obligations of the parties.

Students are permitted to bring into the examination room the following specified documents: one copy of each of the following: *Factors Act 1889*; *Misrepresentation Act 1967*; *Supply of Goods (Implied Terms) Act 1973*; *Unfair Contract Terms Act 1977*; *Sale of Goods Act 1979*; *Supply of Goods and Services Act 1982*; *Consumer Protection Act 1987*; *Sale and Supply of Goods Act 1994*; *Sale of Goods (Amendment) Act 1995* **and** one copy of *Blackstone's Statutes on Commercial & Consumer Law* (OUP).

## Common law reasoning and institutions [2650031]

- (a) The nature of the common law tradition
- (b) Sources of law and principles of legal research
- (c) Conduct of legal research and retrieval of legal information, with particular reference to the use of the London online library and web based resources
- (d) The role and operation of courts
- (e) Judicial reasoning in relation to (i) cases, and (ii) statutes
- (f) The judiciary and magistracy
- (g) The criminal justice process (in outline) and the role of rights in the process with particular attention to the jury and the impact of the Human Rights Act.
- (h) The civil justice process (in outline) with particular attention to reform
- (i) Legal services and access to justice with particular attention to the legal profession and legal aid.

Students are required to use the online library, complete the online legal research exercises, and write a short research essay on **one** of the approved titles for the academic year in which they sit the examination. The approved essay titles for 2009-10 will be placed on the VLE. The research essay must be submitted electronically via the VLE by **1 May** in the academic year in which the subject is being taken.

The assessment of this subject by an unseen written paper will consist of two parts, with the first part (Part A) being a compulsory question on legal research. Students must pay close attention to the relevant chapters in the subject guide, study pack and the learning objectives therein. The compulsory question may contain short questions based on the exercises on legal research, citation of legal information, and library use as well as more substantial questions on the research essay that students are required to complete.

## Company law [2660021]

### *Amended materials*

- (a) *The nature of legal personality and lifting the veil of incorporation.* Incidents of corporate personality; differences between incorporated and unincorporated associations. The rule in *Salomon v Salomon & Co Ltd* and its development.
- (b) *The formation of the company.* The memorandum and articles of association. Pre-incorporation contracts. The duties and liabilities of promoters. The requirements for prospectuses and listing particulars and liabilities for defective prospectuses and listing particulars. Different types of companies.
- (c) *The relations between the company and outsiders.* The growth and decline of the doctrines of ultra vires and constructive notice; the Turquand rule and the application of principles of agency. The commission of crimes and torts by the company. Vicarious liability and the *Alter Ego* doctrine.
- (d) *The relations between the company and its members and among the members inter se.* The nature of and principles governing the contract between the company and its members. Different capacities of members and the relations between one member and another. Alteration of the contract and remedies for breach.
- (e) *Management of the company.* Directors and other officers. Appointment, retirement, dismissal, disqualification. Meetings, voting, resolutions. Division of functions among officers and organs of the company
- (f) *Directors' duties and the protection of Minority Shareholders.* Statutory duties of directors - including criminalisation of insider trading - and their enforcement. Common law duties of directors (fiduciary duties and duty of care and skill) and their enforcement. The rule in *Foss v Harbottle*. Statutory remedies for the protection of

minority shareholders. Company disclosure and investigations by the Department of Trade and Industry.

- (g) *Corporate Governance.* Corporate accountability (stakeholder v shareholder issues), The corporate governance committees (Cadbury, Greenbury, Hampel, Turnbull). The Government responses (Higgs and the Company Law Review Steering Group).
- (h) *Shares and Debentures.* Differences between shares and debentures. Registration. Different classes of shares. Rights of different classes and the variation of share rights.
- (i) *Capital.* Raising, maintaining and reducing the capital of the company. Discounts, premiums, payment of dividends and purchase by the company of its shares. Financial assistance for the purchase of its shares.
- (j) *Winding-up.* Types of winding-up; the powers and duties of the liquidator.

Students are permitted to bring into the examination room **two** of the following (this could include two editions of the same publication): *Blackstone's Statutes on Company Law* (OUP) **or** *British Companies Legislation* (Sweet & Maxwell) **or** *Core Statutes on Company Law* (Palgrave Macmillan) **and** one copy of each of the following: *Companies Act 1985*; *Business Names Act 1985*; *Companies Consolidation (Consequential Provisions) Act 1985*; *Companies (Tables A to F) Regulations 1985 (S.I. 1985 No. 805)*; *Insolvency Act 1986*; *Company Directors Disqualification Act 1986*; *Financial Services Act 1986*; *Companies Act 1989*; *Companies (Single Member Private Limited Companies)*; *Financial Services and Markets Act 2000*; *Regulations 1992 (SI 1992 No. 1699)*; *Criminal Justice Act 1993*; *Insolvency Act 1994*; *Insolvency (No 2) Act 1994*; *Public Offers Of Securities Regulations 1995 (S.I. 1995 No. 1537)*.

## Conflict of laws [2670014]

The nature of private international law

Fundamental conceptions: classification; *renvoi*; public policy; evasion of the law; the incidental question; time factor.

Connecting factors, in particular domicile and habitual residence; comparison with nationality.

The rules relating to the jurisdiction of English courts in cases involving a foreign element. Staying foreign actions: the *forum non conveniens* doctrine.

The principles of English private international law relating to the following matters:

Persons: status and capacity; corporations.

The family: validity and effects of marriage: divorce: nullity of marriage: maintenance obligations: legitimacy.

Contracts: form; interpretation; illegality; discharge.

Torts.

Property: movables and immovables; transfer of tangible and intangible property. Intestacy; wills; administration of estates; Trusts.

Procedure and evidence: proof of foreign law: recognition and enforcement of foreign judgments and decrees.

[*Note:* The syllabus does not include bankruptcy, negotiable instruments, the equitable doctrines of election, satisfaction and performance.]

Students are permitted to bring into the examination room the following specified document: one copy of each of the following: *Civil Jurisdiction and Judgments Act 1982*; *Family Law Act 1986*; *Contracts (Applicable Law) Act 1990*; *Civil Jurisdiction and Judgments Act 1991*; *Private International Law (Miscellaneous Provisions) Act 1995* **and** one copy (or photocopy) of the Official Journal of the European Community of the *Council Regulation (EC) No. 44/2001* of

### **Criminal law [2650010]**

#### *Amended syllabus and materials*

**Aims:** To develop a sound understanding of the general principles of criminal liability and an ability to critically analyse the rules of substantive criminal law.

**Objectives:** On completion of this course, students should have an awareness of the principles of criminal law, a sound working knowledge of the main criminal offences and defences and the factors affecting criminal liability. Students will be expected to demonstrate knowledge, understanding and an ability to apply the rules which make up the criminal law to problem situations of some legal complexity. In addition, they will be expected to show that they are able to express their considered views on whether the aims and objectives of the criminal law are appropriate in a modern legal system.

#### **1. Introduction to criminal liability**

- (a) General principles of actus reus and mens rea;
- (b) Structure of criminal liability

#### **2. Homicide and 'special' defences**

- (a) Murder
  - (i) Elements of the offence of murder
  - (ii) Defences of:-  
*provocation* – section 3 Homicide Act 1957; and  
*diminished responsibility* – Section 2 Homicide Act 1957
- (b) Manslaughter
  - (i) Constructive manslaughter;
  - (ii) Gross negligence manslaughter
  - (iii) Reckless manslaughter

#### **3. Non-fatal offences against the person**

- (a) Assault and battery
- (b) Assault occasioning actual bodily harm contrary to section 47 Offences Against the Person Act 1861 (OAPA 1861)
- (c) Malicious wounding contrary to section 20 OAPA 1861
- (d) Wounding with intent contrary to section 18 OAPA 1861
- (e) Racially aggravated assaults contrary to section 28 Crime and Disorder Act 1998

#### **4. Sexual offences and the issue of consent as it relates to those offences**

- (a) Rape contrary to section 1 Sexual Offences Act 2003 (SOA 2003)
- (b) Assault by penetration contrary to section 2 SOA 2003
- (c) Consent Sections 74, 75 and 76 SOA 2003

#### **5. Defences**

- (a) 'Defences' of lack of mens rea
  - (i) Mistake;
  - (ii) Intoxication
- (b) Justification
  - (i) Self-defence;
  - (ii) Force used in the course of preventing crime or arresting offenders: section 3 Criminal Law Act 1967
  - (iii) Necessity
- (c) Excuse
  - (i) Duress by threats
  - (ii) Duress of circumstances
- (d) Mental 'disorder' defences
  - (i) Automatism
  - (ii) Insanity
- (e) Impact of mistake and intoxication on defences generally

#### **6. Inchoate offences**

- (a) Attempt contrary to section 1 Criminal Attempts Act 1980

#### **7. Secondary liability. Section 8 Accessories and Abettors Act 1861**

Offences against property

#### **8. Offences contrary to the Thefts Acts 1968 and 1978**

- (a) Theft contrary to section 1 Theft Act 1968
- (b) Robbery contrary to section 8 Theft Act 1968
- (c) Burglary contrary to section 9 Theft Act 1968
- (d) Aggravated burglary contrary to section 10 Theft Act 1968
- (e) Selected offences contrary to the Fraud Act 2006
  - (i) Fraud contrary to section 1 Fraud Act 2006
    - by false representation section 2 Fraud Act 2006
    - by failing to disclose information section 3 Fraud Act 2006
    - by abuse of position section 4 Fraud Act 2006
  - (ii) Obtaining services dishonestly contrary to section 11 Fraud Act 2006
- (f) Making off without payment contrary to section 3 Theft Act 1978

#### **9. Offences contrary to the Criminal Damage Act 1971 and specific defences relating to criminal damage**

- (a) Criminal damage contrary to section 1(1) Criminal Damage Act 1971
- (b) Aggravated criminal damage contrary to section 1(2) Criminal Damage Act 1971
- (c) Arson contrary to section 1(3) Criminal Damage Act 1971
- (d) Racially aggravated criminal damage section 30 Crime and Disorder Act 1998
- (e) Defence of belief in consent section 5(2)(a) Criminal Damage Act 1971
- (f) Defence of defence of property section 5(2)(b) Criminal Damage Act 1971

Students are permitted to bring into the examination room the following specified document: **one** copy of **one** of the following: *Blackstone's Statutes on Criminal Law* (OUP), *Sweet and Maxwell's Statute Series: Criminal Law*, *Butterworth's Student Statutes: Criminal Law* or *Core Statutes on Criminal Law* (Palgrave Macmillan).

### **Criminology [2660025]**

- 1. *Objectives and methods of criminology.* Defining crime: legal and criminological conceptions. Nature, scope and objects of criminology. Historical development of criminology (in outline only). Classical and positivist schools. The idea of a science of criminology. Dichotomies/controversies in criminology: theoretical or applied criminology; treatment or punishment; free will or determinism. Sources of data. Official statistics: uses, defects and limitations of official data for purposes of research. Measures of law enforcement. Moral panics and the media. Self report studies. Victimisation surveys. Crime prevention.
- 2. *Criminological Theory*
  - (a) *Crime as an individual phenomenon:* Twin studies; biochemical factors; chromosome studies. Psychological and psychiatric explanations: Psychopathy. Eysenck and 'learning theory'. Theories of child development. Research on socialisation of children: school and home experiences.
  - (b) *Crime as a social phenomenon:* Social disorganisation and social ecology. Area studies. Class, culture and subculture. Gang studies. Anomie theory: Durkheim and Merton. Differential association theory. Matza's theory of delinquent 'drift'. Interactionist perspectives. Labelling theory. Control theories. Theories of corporate crime. Radical or Critical criminology. Marxism, Feminism and criminology. New Realism.

3. *Institutional Framework of Law Enforcement*
- (a) Philosophy and aims of punishment. Developments in penal policy. Treatment model versus ‘justice’ model. Community and official attitudes to punishment and treatment of offenders. Role of imprisonment and its consequences. Conditions in prison. Alternatives to prison: sanctions in the community; strategies of constructive recompense.
  - (b) Police organisation and attitudes.

#### **Elements of the law of contract [2650040]**

- (a) *The formation of contracts.* Offer and acceptance. Consideration. Certainty of agreement. Intention to create legal relations  
[*Note:* Questions will not be set on requirements as to the form of contracts.]
- (b) *The content of the contract.* Conditions, warranties and intermediate terms. Exemption clauses. Implied terms at common law. Collateral contracts. Statutory implied terms with regard to the quality of goods sold and goods or services supplied.
- (c) *Vitiating factors.* Mistake. Misrepresentation. Duress and undue influence.
- (d) *Illegality and public policy (excluding gaming and wagering).* Contracts illegal at common law. Consequences of illegality. Contracts in restraint of trade.
- (e) *Capacity to contract, with particular reference to the capacity of minors*
- (f) *Privity of contract (excluding agency and assignment)*
- (g) *Performance and breach.* Substantial performance. Repudiation and anticipatory breach. Discharge by breach. Discharge under the doctrine of frustration.
- (h) *Remedies for breach of contract.* General principles governing the assessment of damages. Remoteness of damage. Damages for non-financial loss. Mitigation. Restitutory remedies. Liquidated damages and penalties. Specific performance.

[*Note:* The subject will also take account of relevant European Union legislation and how this is applied in the UK.]

Students are permitted to bring into the examination room the following specified document: **either** one copy of *Blackstone’s Statutes on Contract, Tort & Restitution* (OUP) **or** one copy of *Core Statutes on Contract, Tort & Restitution* (Palgrave Macmillan).

#### **EU law [2660024]**

In England and Wales, the Solicitors Regulation Authority and Bar Standards Board require students who registered in or after September 2001 to pass EU law in order to obtain a Qualifying Law Degree.

- (a) *EU Institutions*
  - (i) The Framework Treaties
  - (ii) Basic institutions
- (b) *Constitutional and Administrative Law*
  - (i) Legislative acts and processes
  - (ii) Judicial remedies and judicial review
  - (iii) EU Law and national law
- (c) *Impact on business enterprises*
  - (i) Free movement of goods
  - (ii) Competition policy
- (d) *Effect on individuals*
  - (i) Free movement of workers
  - (ii) Freedom of establishment and services
  - (iii) Freedom from discrimination
- (e) *Completion of the internal market*

Students are permitted to bring into the examination room the following specified document: **either** *Blackstone’s EC*

*Legislation* (OUP) **or** Rudden & Wyatt’s (OUP) *EU Treaties and Legislation (formerly Basic Community Law)* **or** one copy of *Core EU Legislation* (Palgrave Macmillan).

#### **Evidence [2660007]**

- (a) Basic concepts of relevance, admissibility and weight. Nature and classification of various types of evidence: circumstantial evidence, collateral facts, documentary evidence, facts in issue, original evidence, real evidence, testimony. Development and current objectives of evidence law.
- (b) Competence and compellability of witnesses. Effect of failure to testify.
- (c) Examination-in-chief. Cross-examination, including common law restrictions and restrictions under the Youth Justice and Criminal Evidence Act 1999, ss.41-43. Re-examination. Previous consistent statements.
- (d) Burden and standard of proof. Evidential burdens.
- (e) Hearsay in civil and criminal trials, including provisions of the Criminal Justice Act 2003. Justifications for excluding hearsay.
- (f) Judicial warnings to the jury: discretionary warnings after *Makanjuola*; compulsory warnings, including warnings about a defendant’s lies and *Turnbull* warnings.
- (g) Identifications inside and outside court, including Code D of the Codes of Practice issued under the Police and Criminal Evidence Act 1984.
- (h) Confessions and improperly obtained evidence. Provisions of the Codes of Practice relating to detention and questioning of suspects, and recording of interviews. Failure to mention facts under the Criminal Justice and Public Order Act 1994, ss.34, 36 and 37.
- (i) Character evidence and similar fact evidence in civil trials. Character evidence in criminal trials, including provisions of the Criminal Justice Act 2003. The Rehabilitation of Offenders Act 1974.
- (j) Opinion evidence.
- (k) Privilege against self-incrimination; legal professional privilege; ‘without prejudice’ statements. Public interest immunity.

Students are permitted to bring into the examination room the following specified documents: one copy of the *Codes of Practice issued under Police and Criminal Evidence Act 1984* **and either** one copy of *Blackstone’s Statutes of Evidence* (OUP) **or** one copy of *Core Statutes on Evidence* (Palgrave Macmillan).

#### **Family law [2660019]**

##### *Amended syllabus*

- (a) *Marriage and divorce.* Requirements of a valid marriage: form and capacity. Nullity. Divorce. Judicial separation.
- (b) *Domestic violence.* Remedies for molestation and orders relating to occupation of the matrimonial home.
- (c) *Financial provision.* The powers of the superior courts concerning financial provision for spouses and children, during marriage and on divorce. Types of order available and their duration and variation. Matrimonial proceedings in the magistrates’ courts.
- (d) *The law relating to children.* Parent and child; proof of parentage, legal aspects of developments in artificial insemination, *in vitro* fertilisation and surrogacy; children’s rights; children born within and outside marriage; orders under s.8 of the Children Act 1989. Adoption; the powers of the local authority under the Children Act 1989; the inherent jurisdiction.

Students are permitted to bring into the examination room the following specified document: **either** one copy of *Blackstone's Family Law Statutes* (OUP) **or** one copy of *Core Statutes on Family Law* (Palgrave Macmillan).

### **History of English law [2660012]**

Outline of the Anglo-Saxon legal system: Anglo-Saxon laws and charters, the role of the royal Witan, local courts and local justice.

Courts of the Common Law: the King's council, the King's bench, the common bench or common pleas, the court of exchequer, the court of chancery, prerogative or conciliar courts (Admiralty, Marshal, Requests, 'Star Chamber', Privy Council). The various appellate tribunals.

Mercantile, seigniorial and ecclesiastical courts and their jurisdictions (excluding details of remedies and substantive rules).

Procedure: writs and bills, the forms of action, the modes of proof (ordeal, battle, jury, compurgation), witnesses and evidence, methods of execution of judgments, review of verdicts and judgments.

Land law: Feudalism and tenures, estates for life (dower, courtesy), conditional fees, the entail (creation and barring), the term of years (including ejection), uses, trusts and future executory interests, perpetuities and settlements (in outline only and excluding the history of the law of wills).

Contract and Tort: actions of debt, detinue and covenant; trespass and case; assumpsit, conversion, deceit and defamation; equitable remedies for breach of contract; doctrine of consideration; rise of negligence.

Criminal law: appeals and indictments, the nature of felony, trespass and misdemeanour, benefit of clergy, sanctuary.

[**Note:** Questions will not be set on the history of constitutional and administrative law nor upon substantive topics in the common law not indicated above. Questions will not require a knowledge of the period after 1907.]

### **Intellectual property [2670026]**

#### *Amended materials*

- (a) *Categories of intellectual property rights:* the subject matter of intellectual property; the justification for each type of right; absolute and relative monopolies; absence of common law protection against unfair competition.
- (b) *Sources of intellectual property law:* international conventions, EU Directives, statute, EU and UK case law, decisions of the EPO and UK Patent Offices, decisions of OHIM and the UK Trade Marks Registry.
- (c) *Remedies:* for the enforcement of intellectual property rights.
- (d) *Confidential information:* the theoretical basis of the action for breach of confidence; the requirements for liability; the position of employees, ex-employees and involuntary recipients; defences and remedies.
- (e) *Copyright:* Copyright, Designs and Patents Act 1988: the definition of copyright and the idea/expression dichotomy; nature and types of protected works; originality; creation and ownership of works; qualification for protection under the Act; duration of rights; infringement; defences to infringement; the author's moral rights.
- (f) *Industrial designs:* historical context; the exclusion of certain artistic works from copyright protection; creation and content of the unregistered design right; relationship with Registered Designs Act 1949.
- (g) *Common law protection for trade marks:* the tort of passing off; requirements for liability; forms of passing off; character, personality and image merchandising; the position of the foreign claimant.
- (h) *Registered trade marks:* the Trade Marks Act 1994 and the First Trade Marks Directive 1989; definition, nature

and functions of a trade mark; obtaining registration; absolute and relative grounds for refusal of registration; revocation and invalidity; licensing of trade marks; infringement and defences, including comparative advertising and exhaustion of rights.

- (i) *Patents:* impact of the European Patent Convention on the interpretation of the Patents Act 1977; applying for a patent; the role of the specification and claims; the skilled addressee; types of patent (process and product patents); requirements of patentability, including novelty, inventive step, industrial application; exceptions to and exclusions from patentability; ownership of patents and employee inventions; revocation; infringement, including categories of infringing act, defences and claim interpretation.

Students are permitted to bring into the examination room: the following specified document: **either** one copy of *Blackstone's Statutes on Intellectual Property* (OUP) **or** one copy of *Core Statutes on Intellectual Property* (Palgrave Macmillan).

### **International protection of human rights [2660029]**

- (a) **Human Rights and International law**  
The nature of international law/ the relationship between international law, human rights and domestic law/ the status of the Universal Declaration/ the sovereign state and international law/ the individual international law.
- (b) **Philosophies of Human Rights**  
The nature of human rights/ universalism, cultural relativism and other theories/ rights in Islam/ the Bangkok Declaration/ rights and social transformation/ rights and identity.
- (c) **Human Rights and the International Legal and Economic Order**  
Human Rights and the United nations/ The transformation of human rights in the post war period/ Human rights and the IMF, the World Bank and the WTO/ the New International Economic Order and the right to development/ International civil society.
- (d) **The UN system for the Protection and Enforcement of Human Rights**  
The UN Charter and the Institutions of the UN/ The Universal Declaration/ Enforcement mechanisms in the UN system/ The Treaty bodies/ The International Covenant on Civil and Political Rights/ The two Optional Protocols/ The International Covenant on Economic, Social and Cultural Rights/ The Reporting system relating to the Covenants.
- (e) **The Human Rights of Women**  
The nature of women's rights/ The Convention on the Elimination of All Forms of Discrimination Against Women/ The Optional Protocol/ The Declaration on the Elimination of Violence Against Women/ The Special Rapporteur on violence against Women.
- (f) **The Human Rights of Children**  
The Convention on the Rights of the Child/ Child labour/ Child soldiers/ Children, healthcare and HIV/ Children in the criminal justice system.
- (g) **Race and Rights**  
Colonialism/ Apartheid and Racial Segregation/ The International Covenant on the Elimination of All Forms of Racial Discrimination/ South Africa: from Apartheid to Democracy.
- (h) **The Rights of the Refugee**  
The nature of refugee rights/ the recent history of the refugee/ the Convention relating to the Status of

Refugees and the 1967 Protocol/ Women and Girls as Refugees/ The Convention and National Law/ The Crisis in the Sudan: oil, power and refugees.

- (i) Torture, Terrorism and the Rule of Law  
The Convention against Torture/ Domestic law and torture/ Torture and the 'War against Terror'/ The English courts and torture.
- (j) Human rights and its relationship to humanitarian law, crimes against humanity and genocide.
- (k) Military Intervention and Human Rights  
International law and military intervention/ The United Nations and the use of force/ Failed states and the war against terrorism: from Kosovo to Iraq.
- (l) The European System for the Protection of Human Rights  
The European Convention/ The European Union and Human Rights/ Freedom of Speech and Religion in Europe.
- (m) The Inter-American System  
The American Convention on Human Rights/ the Jurisprudence of the Inter American Court/ Country Reports and the Human Rights Commission.
- (n) The African System  
The Organisation of African Unity/ The African Charter on Human and Peoples' Rights/ The Protocol on the Rights of Women/ The African Charter on the Rights and Welfare of the Child/ The protection of Refugees Rights.

Students are permitted to bring into the examination room: one copy of *Blackstone's International Human Rights Documents* (OUP).

### Introduction to Islamic law [2660028]

#### Part I

- (a) *Introductory*: Islamic law in the modern age, influence and extent, importance as a source of law in Malaysia and Pakistan, meaning of Shari'a.
- (b) *Historical basis*: Pre-Islamic Arabia, tribal law. The life of Muhammed and his family and tribe (the Quraysh). The Arrashidun caliphs. The Ummayyads and the Abbasids. The ahl-ra'y and the ahl al-hadith
- (c) *The sources of Islamic law*: The Quran as a law text. The Sunna of the Prophet. Hadith material. The controversy of authentication (Schacht's and Coulson's approach). Subsidiary sources of law: ijma, qiyas, istihsan, istishlah, istishab, ra'y.
- (d) *The development of the schools of law*: Sunni versus Shi'i. The Shi'i schools: Ithna Ashari's, Ismaili's, Zaydi's. The Sunni Schools: Hanafi, Maliki, Hanbali, Shafi'i.
- (e) *The courts and procedure*: The Qadi's court and Islamic rules of procedure and evidence. The oaths and witnesses.
- (f) *Criminal law*: The Hadd offences. The Ta'azir offences. Homicide: the blood feud and blood money. Pakistan's Huddood Ordinances.
- (g) *International law*: Rules on laws of war, treatment of prisoners, treaty making powers. Dealings with non-Muslims (Dimmi's).
- (h) *Civil law*: Contracts and tort.

#### Part II

- (a) *Family law*: Marriage, guardianship, legitimacy, custody, maintenance, dissolution of marriage in traditional and modern law.
- (b) *Succession*.

### Jurisprudence and legal theory [2670005]

The nature of jurisprudence: methodology, analysis, theory and the idea of definition, the relevance of language and ideology. Legal positivism and its critics: the command theory, Hart-Fuller debate, Dworkin's criticism of positivism, Kelsen (including the

use of Kelsenian principles in revolution cases), Raz's theory of law.

Moral theory and the law: the history of natural law, Finnis's natural law theory, liberalism and the Hart-Devlin debate, moral rights, utilitarianism and its critics, utilitarianism and the economic analysis of law.

Legal reasoning: Dworkin's theory of law as integrity, Dworkin's methodology, practical reasoning, Hohfeld's analysis of legal rights.

Social theory and critical accounts of law, including the American Critical Legal Studies movement, Marxist theories of law and state, feminist jurisprudence.

A study in depth of a text prescribed by the examiners on which there will be one compulsory question in the examination. For 2010 the prescribed text is Hart, HLA, *The Concept of Law*, (second edition).

### Labour law [2660018]

#### Amended materials

Definition of employment. Terms of the contract of employment, with particular reference to the effect of collective agreements and common law implied terms.

Variation of the contract of employment.

Dismissal, with particular reference to wrongful dismissal, unfair dismissal and redundancy.

Equal pay and sex discrimination. Race discrimination.

Disability discrimination. Sexual orientation and religion or belief discrimination. Miscellaneous statutory employment rights.

Impact of EC law with particular reference to discrimination.

The right to recognition. The nature and legal effect of collective agreements. Legal support for the practice of collective bargaining.

The law relating to strikes and other forms of industrial action: common law torts and statutory defences; liability of trade unions to be sued; picketing; employers', trade union members' and others' rights to challenge industrial action. The right of trade union members, with particular reference to the right to be a member of a trade union and rights in respect of wrongful or unreasonable discipline and expulsion and exclusion from membership.

Students are permitted to bring into the examination room the following specified documents, which must be a 2003 or later edition: one copy of *Blackstone's Student Statutes on Employment Law* (OUP) or one copy of *Core Statutes on Employment Law* (Palgrave Macmillan). In addition, students are permitted to bring into the examination room one copy of the following: *Employment Equality (Sexual Orientation) Regulations, Employment Equality (Religion or Belief) Regulations 2003, 2003 Race Relations Act Amendment Regulations and the Employment Relations Act 2004*.

### Land law [2660003]

#### Amended materials

- (a) *General principles*. Definition of land. Doctrine of tenures and estates. Fee simple estates. Legal and equitable rights. Principles of the 1925 legislation. 2002 Land Registration Act.
- (b) *Unregistered and registered conveyancing*. Land Charges Act 1972. Doctrine of notice. Land Registration Acts. Concept of overreaching.
- (c) *Settlements and trusts*. Trusts of land under the Trusts of Land and Appointment of Trustees Act 1996. Co-ownership of land.
- (d) *Landlord and tenant*. The term of years absolute. Its nature, creation, assignment and forfeiture. Enforceability of leasehold covenants. The lease/licence distinction.

- (e) *Licences*. Bare licences. Contractual licences, their revocability and enforceability against third parties. Proprietary estoppel, the nature of the doctrine, remedies and enforceability against third parties.
  - (f) *Easements*. Characteristics, creation, extinguishment and extent.
  - (g) *Covenants running with freehold land*. The common law and equitable rules relating to the running of the burden and benefit of covenants.
  - (h) *Mortgages*. Nature and creation. Position and rights of the mortgagor. Rights and remedies of the mortgagee.
  - (i) *Adverse possession*.
- Questions will not be asked on the application of the rules against perpetuities and accumulations.

Students are permitted to bring into the examination room the following specified document: **either**: one copy of *Blackstone's Statutes on Property Law* (OUP) **or** one copy of *Core Statutes on Property Law* (Palgrave Macmillan).

### **Law of tort [2660001]**

The scope and function of the law of tort; the bases of liability; the interests protected by the law of tort; sources of development of law including the Human Rights Act and the European Convention on Human Rights. Negligence: the concepts of duty, breach, causation and remoteness of damage. Negligent infliction of personal injuries; the assessment of damages. Occupiers' liability; liability of employers; product liability. Negligent infliction of other physical damage and of economic loss. Negligent misstatements. Assault, battery, false imprisonment and other intentional physical harm. Interference with economic interests: deceit, inducing breach of contract, intimidation, conspiracy. Nuisance; the principle in *Rylands v Fletcher*; liability for animals. Liability under statutory duties and powers. Defamation. Vicarious liability. The effect of death on liability. Defences.

### **Law of trusts [2660002]**

#### *Amended materials*

- (a) Definition and distinction from other legal concepts. Classification of trusts. Equitable rights and remedies.
- (b) Express private trusts. Statutory requirements for creation. Secret trusts. Incompletely constituted trusts. Certainties of a trust. Protective trusts. Discretionary trusts. Purpose trusts.
- (c) Charitable trusts. Definition. Distinctions from private trusts. Classification of charitable trusts. Doctrine of *cy præs*.
- (d) Implied and resulting trusts. Purchase in the name of another. Joint purchase and joint accounts. Contributions to purchase price. Adding value to another's property. Mutual wills - both types. Beneficial interest not completely disposed of.
- (e) Constructive trusts. General nature. Comparison with proprietary estoppel. The contractual vendor as a constructive trustee. The express trustee as a constructive trustee. Trustee profiting from trust. Remuneration of trustees.
- (f) The appointment, retirement and removal of trustees. Delegation of trustees' powers and discretions.
- (g) Trustees' powers and duties. Investment of trust funds. Maintenance and advancement. Accumulation of income
- (h) Variation of trusts.
- (i) Remedies for breach of trust. Personal and proprietary remedies. Tracing
- (j) Trustees' liability for breach of trust. Trustees' right of indemnity or contribution.

[**Note**: Questions will not be set on apportionments (e.g., the rule in *Howe v Lord Dartmouth*) or on the application of the

perpetuity rule but they may be set on the application of the rules against accumulation of income.]

Students are permitted to bring into the examination room the following specified document: **either** one copy of *Blackstone's Statutes on Property Law* (OUP) **or** one copy of *Core Statutes on Property Law* (Palgrave Macmillan).

### **Laws Dissertation subject option [266 0200]**

#### *Amended syllabus*

The **Laws Dissertation subject option** is open to students in their final year of study who are seeking a Qualifying Law Degree (as determined by having already successfully taken the examination in EU law or being currently registered for EU law). Research may be on a topic in a previously or concurrently studied law subject area not otherwise treated in depth in the normal course of studies.

A Dissertation research proposal must be submitted online by 15 November of the year of study. Students must have received an 'approved' response from the University as a condition of the Dissertation being marked.

Assessment: 10,000 word dissertation submitted to the University in electronic form by 1 May (90%) **and** a one hour 40 minutes unseen written examination (10%).

Anti-plagiarism software will be used.

While students are free to undertake the **Laws Dissertation subject option** as autonomous study, students are encouraged to work with supervisors at local teaching institutions.

### **Laws Skills Portfolio**

#### *Amended syllabus*

*Satisfactory completion of the Laws Skills Portfolio is a requirement for the LLB as a Qualifying Law Degree.*

The Laws Skills Portfolio involves students in their final year providing evidence and reflective commentary demonstrating that they have attained skills in five areas: 1) legal research; 2) autonomy of learning; 3) information technology; 4) oral communication; and 5) team working. The portfolio is submitted online and is assessed as 'Satisfactory' or 'Unsatisfactory'. Anti-plagiarism software will be used. There is also a short Laws Skills Portfolio examination. There are two methods by which students may attain the research skills (and demonstrate the other skills around that): **Laws Skills Pathway 1** or **Laws Skills Pathway 2**.

#### **Laws Skills Pathway 1**

Students who are registered for the **Laws Dissertation subject option [266 0200]** submit information about the research processes they used in researching for their Dissertation (and associated activities) as evidence for the **Laws Skills Portfolio [266 0201]**. (This code number is used for the Laws Skills Portfolio submitted on Laws Skills Pathway 1.)

#### **Laws Skills Pathway 2**

Students undertake a small independent research project in addition to their existing subject options and submit their evidence for the **Laws Skills Portfolio [266 0202]** on the basis of this research (and associated activities). (This code number is used for the Laws Skills Portfolio submitted on Laws Skills Pathway 2.)

### **Public law [2650020]**

#### *Amended materials*

- (a) *Introduction*. Characteristics of the constitution. Sovereignty of Parliament. Separation of powers. Rule of Law. Sources of the constitution. The structure of

the United Kingdom. Central government, devolution and local government.

- (b) *Parliament. House of Commons: Composition and functions*: Electoral law and reform. Composition and procedure. Functions (i) Legislative (ii) Financial (iii) Control of the Executive (iv) Role of the MP as an individual (v) Parliamentary privilege. *House of Lords*: Composition and functions.
- (c) *The Executive and Administration*. Crown and the Privy Council. Prime Minister and the Cabinet. Civil Service. Sources of executive power including the Royal prerogative. Delegated legislation. Ministerial responsibility. Control of Executive power: (i) Parliamentary: Parliamentary Commissioner for Administration. (ii) Judicial: Judicial review. Remedies.
- (d) *The European Union*. Institutions of the European Union: (i) The Council (ii) The Commission (iii) The Parliament (iv) The Court of Justice. Sources of Community law. Community law and national law. Community primacy and Parliamentary sovereignty.
- (e) *The citizen and the state* Statutory protection of human rights in the United Kingdom. European Convention on Human Rights and the Human Rights Act 1998. Public Order Law. State Security.

Students are permitted to bring into the examination room the following specified document: **either** one copy of *Blackstone's Statutes on Public Law & Human Rights* (OUP) **or** one copy of *Core Statutes on Public Law & Human Rights* (Palgrave Macmillan).

#### **Public international law [2660013]**

- (a) The nature and significance of public international law.
- (b) The sources of public international law.
- (c) International law and municipal law.
- (d) International personality: states, international organisations and others.
- (e) Legal criteria of statehood.
- (f) Principles of state jurisdiction.
- (g) Immunities.
- (h) Human rights.
- (i) International criminal law.
- (j) Peaceful settlement of disputes.
- (k) Use of force.
- (l) Treaties.
- (m) State responsibility.

- (n) State succession.
- (o) Law of the sea.
- (p) International environmental law.

Students are permitted to bring into the examination room: one copy of *Blackstone's International Law Documents* (OUP).

#### **Succession [2670016]**

##### *Amended materials*

- (a) *Introduction*. Outline of the history of Succession; testate and intestate. Theory and context of inheritance in modern family property law.
- (b) *Intestate Succession*. Historical introduction. Twentieth century legislation. The rules relating to total and partial intestacy.
- (c) *Making Wills*. The general nature and characteristics of wills. Capacity to make wills. *Amimus testandi*. Knowledge and approval; effect of undue influence, suspicious circumstances, fraud, mistake. Formalities required for making wills. Incorporation by reference. Alterations. Revocation, revival and republication of wills.
- (d) *Special Wills*. Statutory wills for mental patients. Privileged wills. International wills. Nominations. *Donatio mortis causa*. mutual wills. Conditional wills.
- (e) *Family provision*. The concept of testamentary freedom: arguments for and against. Historical and comparative aspects. Fixed rights versus discretion. The Inheritance (Provision for Family and Dependents) Act 1975.
- (f) *Construction*. General principles of construction, common law and statutory. Descriptions of persons and property. Class closing rules. Rectification. Extrinsic evidence.
- (g) *Entitlement*. Types of testamentary gift. Characteristic features of legacies and devises. Failure of gifts: ademption, lapse, uncertainty, forfeiture, disclaimer, witnessing a will, *commorientes*.

Students are permitted to bring into the examination room the following specified document: **either** one copy of *Blackstone's Statutes on Property Law* (OUP) **or** one copy of *Core Statutes on Property Law* (Palgrave Macmillan) **and** one copy of *Inheritance (Provision for Family and Dependents) Act 1975*.

## Schedule C / Credit transfer and exemption for prior learning

The following applies only to Scheme A and Scheme B (12 subjects) of the LLB degree

*The University gives notice that it reserves the right to review the credit transfer and exemption for prior learning policy in respect of the LLB degree each year. The rulings relate only to applications for the LLB degree received within the period 1 September 2009 to 31 August 2010.*

*This Schedule should be read together with paragraph 4 of the Programme Regulations.*

*Students must note that no credit transfer or exemption for prior learning will be granted unless **specific** application has been made in accordance with the instructions in the Laws Prospectus which should be read in conjunction with this Schedule.*

*Students should be aware that any application for credit transfer or exemption for prior learning will be considered following the guidance of the Credit Transfer and Exemption for Prior Learning sections of the Guide to Academic Stage of Training issued by the professional bodies in respect of qualifying as a Barrister or a Solicitor in England and Wales.*

### Credit transfer

1. Under paragraph 4 of the Programme Regulations, students who have passed the examinations detailed in paragraph 3 of this Schedule are eligible to apply for credit transfer in respect of study equivalent to the Intermediate examination for the LLB degree under **Scheme A**, or the Intermediate level subjects at the First or Second Year examinations under **Scheme B**. Applications for credit transfer will be considered only from students who satisfy the general entrance requirements for registration for the LLB degree.

2. All applications for credit transfer are considered on an individual basis and at the discretion of the University.

3. Applications for credit transfer in respect of the Intermediate level subjects **cannot be considered after a student has made entry to the examination.**

4. Credit transfer requests will be considered from students who have successfully completed within **three years** prior to the date of application the Intermediate or equivalent examination of an appropriate degree at a university acceptable to the University of London **provided** that:

- the student has successfully passed all the necessary assessments and examinations in any full year of study for which credit is transferred **and**
- the student has not failed any part of the degree programme on which transfer is based.

For example:

- a) A student who has passed the whole of year one of a UK LLB at an institution acceptable to the University may receive credit for subjects previously passed.
- b) A student who has passed the whole of year one and year two of a UK LLB at an institution acceptable to the University will only be allowed to receive credit for subjects passed in year one of that LLB or, in the case of a mixed degree, credit for subjects equivalent to the Intermediate examination.
- c) A student who has passed the whole of year one but failed part or all of year two at an institution acceptable to the University will **not** be permitted transfer the credits from year one.

5. Students applying for credit transfer will be required to pay the credit transfer application fee (see paragraph 7 of the Programme Regulations).

6. The University will produce a final transcript detailing the subjects for which credit transfer was awarded and the year of study.

### Exemption for prior learning

7. Students who have obtained Level 6 of the Professional Higher Diploma in Law of the Institute of Legal Executives may be considered for exemption for prior learning for up to a maximum of four Intermediate subjects.

8. Students applying for exemption for prior learning will be required to pay the exemption application fee (see paragraph 7 of the Programme Regulations).

### For students wishing to obtain a Qualifying Law Degree

9. In England and Wales, the Solicitors Regulation Authority and the Bar Standards Board require students to meet the following requirements in order for the final LLB degree to be a Qualifying Law Degree:

- the degree programme from which credits were transferred must have formed part of a Qualifying Law Degree **and**
- the entire course of study, including any study for which credit transfer or exemption has been awarded, must not be more than six years; **and**
- student must make no more than three examination attempts at any subject **and**
- credits transferred in respect of the Foundations of Legal Knowledge subjects (as defined in the professional bodies' qualifying regulations) and the remaining Foundations of Legal Knowledge subjects taken for the degree must total at least 180 credits (90 European Credit Transfer System Credits); **and**
- students registered with effect from **1 September 2007** or later must satisfy the requirements for demonstrating subject specific and transferable skills, as agreed between the University and the Joint Academic Stage Board, by completing the **Law Skills Portfolio** via **either Laws Skills Pathway 1 or Laws Skills Pathway 2** (see paragraph 2.6) **and**
- students are required to pass **EU law**.

## Transfers and credits (within the LLB and Diploma in Law)

*The University gives notice that it reserves the right to review its transfer and credit policy each year.*

### Transfer and credits – introduction

1. The general rules applying to transfers and credits are given in paragraph 6 of the General Regulations. This section should be read alongside paragraphs 9 to 52.
2. An application to transfer which is submitted after a student has made entry to any examination will **not** be considered until after the result of that examination has been published. The result of that examination will then be taken into account by the University in instances when permission to transfer is dependent on the student's examination record and/or where the student is applying to transfer between the routes or schemes of the same programme of study.

### Transfer from Scheme A to Scheme B

3. Students registered under **Scheme A** who have not passed the Intermediate examination may transfer their registration to **Scheme B**. This ruling also applies to students who registered for the LLB prior to the introduction of **Scheme B**. 'Fail' or 'Retired' results received at the Intermediate examination under **Scheme A** will count towards the number of attempts permitted at the First Year examination of **Scheme B**.
4. Students who have passed the Intermediate examination under **Scheme A** may also transfer their registration to **Scheme B** (see paragraph 9), provided that they have not passed or been referred in the Part I examination.
5. Students permitted to transfer to **Scheme B** and who have reached the pass mark in **three** subjects at their *most recent attempt* at the Intermediate examination under **Scheme A**, will be deemed to have passed the First Year examination in these subjects under **Scheme B**.
6. Students permitted to transfer to **Scheme B** and who have passed the whole of the Intermediate examination will be deemed to have passed the First Year examination *and* the remaining Intermediate level subject in the Second Year examination under **Scheme B**.
7. Students who have passed or been referred in the Part I examination under **Scheme A** will not be permitted to transfer to **Scheme B**.
8. No credit will be given under **Scheme B** for subjects which a student has taken in Part I under **Scheme A**.

### Transfer from Scheme B to Scheme A

9. Students will not be permitted to transfer from **Scheme B** to **Scheme A** except with the permission of the University, which will be given only in exceptional circumstances. Permission to transfer will not normally be given after a student has taken any examination under **Scheme B**.
10. Under no circumstances will credit be given under **Scheme A** for subjects taken under **Scheme B**.

### Transfer from Scheme A to Graduate Entry Route A or Graduate Entry Route B

11. Students who satisfy the entrance requirements for a Graduate Entry Route prior to their first examination entry under **Scheme A** and have passed or been referred in the Intermediate examination, may transfer their registration to the Final Examination of **Graduate Entry Route A** or the Second Year examination of **Graduate Entry Route B** (see paragraph 4.9 of the Regulations).
12. Students who have attempted the Part I examination under **Scheme A** will not be permitted to transfer to any stage of **Graduate Entry Route A** or **Graduate Entry Route B**.
13. Students who have received the result 'Fail' or 'Retired' on more than one occasion at the Intermediate examination will not be permitted to transfer unless the University is satisfied that the student has a reasonable prospect of success at the Level I examination of **Graduate Entry Route A** or the First Year examination of **Graduate Entry Route B**.

14. 'Fail' or 'Retired' results received at the Intermediate examination will count towards the number of attempts permitted at the Level I examination of **Graduate Entry Route A** or the First Year examination of **Graduate Entry Route B**.

### Transfer from Scheme B to Graduate Entry Route A or Graduate Entry Route B

15. Students who satisfy the entrance requirements for a Graduate Entry Route prior to their first examination entry under **Scheme B**, and have passed the First Year examination may transfer their registration to the Second Year of **Graduate Entry Route B** (see Paragraph 4.9 of the Regulations).
16. Students who have attempted the Second Year examination under **Scheme B** will not be permitted to transfer to any stage of **Graduate Entry Route A** or **Graduate Entry Route B**.
17. Students who have received the result 'Fail' or 'Retired' on more than one occasion at the First Year examination under **Scheme B** will not be permitted to transfer unless the University is satisfied that the student has a reasonable prospect of success at the Level I examination of **Graduate Entry Route A** or the First Year examination of **Graduate Entry Route B**.

18. 'Fail' or 'Retired' results received at the First Year examination under **Scheme B** will count towards the number of attempts permitted at the Level I examination of **Graduate Entry Route A** or the First Year examination of **Graduate Entry Route B**.

### Transfer from Graduate Entry Route A to Graduate Entry Route B

19. Students registered under **Graduate Entry Route A** who have not passed the Level I examination may transfer their registration to **Graduate Entry Route B**.
20. Students who have passed the Level I examination under **Graduate Entry Route A**, but have not passed the Final

examination, may also transfer their registration to **Graduate Entry Route B**.

21. Students permitted to transfer to **Graduate Entry Route B**, and who have reached the pass mark in **three** subjects at their *most recent attempt* at the Level I examination under **Graduate Entry Route A**, will be deemed to have passed the First Year examination in these subjects under **Graduate Entry Route B**.

22. Students permitted to transfer to **Graduate Entry Route B** and who have passed the whole of the Level I examination will be deemed to have passed the First Year examination *and* the remaining Intermediate level subject in the Second Year examination under **Graduate Entry Route B**.

23. No credit will be given under **Graduate Entry Route B** for subjects which a student has taken in the Final examination under **Graduate Entry Route A**.

24. 'Fail' or 'Retired' results received at the Level I examination under **Graduate Entry Route A** will count towards the number of attempts permitted at the First Year examination of **Graduate Entry Route B**. 'Fail' or 'Retired' results received at the Final examination under **Graduate Entry Route A** will count towards the number of attempts permitted at the Second Year examination of **Graduate Entry Route B**.

#### **Transfer from Graduate Entry Route B to Graduate Entry Route A**

25. Students will not be permitted to transfer from **Graduate Entry Route B** to **Graduate Entry Route A** except with the permission of the University, which will be given only in exceptional circumstances. Permission to transfer will not normally be given after a student has taken any examination under **Graduate Entry Route B**.

26. Under no circumstances will credit be given under **Graduate Entry Route A** for subjects taken under **Graduate Entry Route B**.

#### **Transfer from Graduate Entry Route A to Scheme A or Scheme B**

27. Students registered under **Graduate Entry Route A**, who have not passed the Level I examination, may transfer their registration to **Scheme A** or **Scheme B**.

28. Students who have passed or been referred at the Level I examination under **Graduate Entry Route A**, may also transfer their registration to **Scheme A** or **Scheme B** provided that they have not passed the Final examination.

29. Students permitted to transfer to **Scheme A** and who have passed or been referred at the Level I examination, will be deemed to have passed or to have been referred, as the case may be, at the Intermediate examination under **Scheme A**.

30. Students permitted to transfer to **Scheme B** and who have passed the whole Level I examination will be deemed to have passed the First Year examination *and* the remaining Intermediate level subject in the Second Year examination under **Scheme B**.

31. Students permitted to transfer to **Scheme B** and who have reached the pass mark in **three** subjects in the Level I examination under **Graduate Route A** at their *most recent attempt* at the examination, will be deemed to have passed the First Year examination in these subjects under **Scheme B**.

32. No credit will be given under **Scheme A** or **Scheme B** for subjects which a student has taken in the Final examination under **Graduate Entry Route A**.

33. 'Fail' or 'Retired' results received at the Level I examination under **Graduate Entry Route A** will count towards the number of attempts permitted at the Intermediate examination of **Scheme A** or the First Year examination under **Scheme B**. 'Fail' or 'Retired' results received at the Final examination under **Graduate Entry Route A** will count towards the number of attempts permitted at the Part I examination of **Scheme A** or the Second Year examination of **Scheme B**.

#### **Transfer from Graduate Entry Route B to Scheme B**

34. Students who have registered for the First Year examination under **Graduate Entry Route B**, but have not passed the examination may transfer their registration to **Scheme B**.

35. Students who have passed or been referred at the First or Second Year examination under **Graduate Entry Route B**, may also transfer their registration to **Scheme B** (see paragraph 32) provided they have not entered the Third Year examination.

36. Students permitted to transfer to **Scheme B** and who have passed or been referred at the First or Second Year examination under **Graduate Entry Route B** will be deemed to have passed or to have been referred, as the case may be, at the First or Second Year examination under **Scheme B**.

37. 'Fail' or 'Retired' results received at the First Year examination under **Graduate Entry Route B** will count towards the number of attempts permitted at the First Year examination of **Scheme B**. 'Fail' or 'Retired' results received at the Second Year examination under **Graduate Entry Route B** will count towards the number of attempts permitted at the Second Year examination of **Scheme B**.

#### **Transfer from Graduate Entry Route B to Scheme A**

38. Students are not permitted to transfer from **Graduate Entry Route B** to **Scheme A** except with the permission of the University, which will be given only in exceptional circumstances. Permission to transfer will not normally be given after a student has taken any examination under **Graduate Entry Route B**.

39. Under no circumstances will credit be given under **Scheme A** for subjects taken under **Graduate Entry Route B**.

#### **Transfer from Scheme A or Graduate Entry Route A to Diploma in Law**

40. A student who has passed, or been referred at the Intermediate examination at **Scheme A** or the Level I examination at **Graduate Entry Route A** may **not** transfer to the University of London Diploma in Law. A student who has passed the Intermediate or Level I examination may **not** be awarded the University of London Diploma in Law.

41. A student who has neither passed, or been referred at the Intermediate examination under **Scheme A** or the Level I examination under **Graduate Entry Route A** may transfer to the University of London Diploma in Law subject to attendance

at an institution permitted to teach. Previous attempts will count towards the number of entries permitted to all subjects at the Diploma in Law.

42. Under no circumstances will credit be given at the Diploma for subjects taken at the Intermediate examination.

### **Transfer from Scheme B or Graduate Entry Route B to Diploma in Law**

43. A student who has passed, or been referred at, the First Year examination under **Scheme B** or **Graduate Entry Route B** may **not** transfer to the University of London Diploma in Law.

44. A student who has neither passed, or been referred at the First Year examination under **Scheme B** or **Graduate Entry Route B** may transfer to the University of London Diploma in Law subject to attendance at an institution permitted to teach. Previous attempts will count towards the number of entries permitted to all subjects at the Diploma in Law.

45. Under no circumstances will credit be given at the Diploma for subjects taken at the Intermediate examination.

### **Transfer from the Diploma in Law to the LLB degree**

46. Students who have been awarded the University of London Diploma in Law are **not** permitted to transfer to **Graduate Entry Route A** or **B**.

47. Students who have been awarded the Diploma and transfer to the LLB degree **Scheme A** will be credited with all **four** subjects of the Intermediate examination and will be permitted to proceed to the Part I examination.

48. A student who has been awarded the Diploma and transfers to the LLB degree **Scheme B** will be credited with all **three** First Year subjects *and* the Intermediate level subject at the Second Year and will be permitted to proceed to the Second Year examination, offering **two** subjects.

49. Students who choose to take the examination for all four subjects on the same occasion who have **not** been awarded the Diploma in Law but have reached the pass mark in **three** subjects at their most recent attempt at the examination may transfer to the LLB degree **Scheme B** and will be credited with those three subjects. Students who choose to take the examination in two Stages will **not** be permitted to transfer to the LLB degree in this way, unless they already satisfy the entrance requirements for the degree.

50. Students who have successfully completed only Stage I of the Diploma or successfully completed Stage I and passed one subject at Stage II will **not** be permitted to transfer to the LLB degree.

51. A student who has not passed any subjects at the University of London Diploma in Law, and who applies to transfer to the LLB degree, will be required to satisfy the entrance requirements for the degree. Previous attempts at the examinations for the Diploma in Law will count towards the number of attempts permitted at Intermediate, Level I or First Year subjects of the LLB degree.

52. Students whose registration for the Diploma in Law has been terminated because they have exceeded the permitted number of attempts at an examination for the Diploma will **not** be permitted to transfer to or re-register for the LLB degree.

## Schedule D / Scheme of award

The LLB is awarded according to the following classes:

Mark range	Class
70 and over	1st Class Honours
60 to 69	2nd Class Honours (Upper Division)
50 to 59	2nd Class Honours (Lower Division)
45 to 49	3rd Class Honours
40 to 44	Pass
30 to 39	Fail
0 to 29	Fail (serious fail)

- In order to be eligible for the award of the degree, students are required to attempt and pass all Parts, Years or Levels of the degree. The Board of Examiners may decide, however, to award a degree to a student who has obtained a mark below 40 in one subject at the Part II examinations under **Scheme A**, or at the Fourth Year examinations under **Scheme B**, or at the Final examination under **Graduate Entry Route A** or at the Third Year examination under **Graduate Entry Route B**.
- The Board of Examiners will classify a student accordingly once the criteria for the award have been satisfied. Except as specified in paragraph 3 of this Schedule, a student who has reached this stage will **not** be permitted to make any further attempts at any failed subjects.
- A student who has been classified, but has obtained a mark below 40 in one subject, may be permitted by the Board of Examiners to re-sit the failed subject at the September or October/November examination session following classification in order for the degree to be accepted as a Qualifying Law Degree by the relevant professional body in the country in which the student intends to enter the legal profession. Permission to re-sit in this way will be given at the discretion of the Board of Examiners. A pass mark awarded at the re-sit subject will not alter the classification or mark for the degree already awarded. Students who decide not to re-sit in the September or October/November examination session after classification, or who fail to obtain a mark of 40 or above in the re-sit examination, may apply to retake it as a Supplementary subject (see paragraph 2.13 to 2.14 of the Programme Regulations).
- For Schemes A and B, the class of degree awarded is determined on the basis of the student's performance in all non-Intermediate/First Year subjects (but see paragraph 4.4 to 4.8 of the Programme Regulations). The student's aggregate mark is also taken into account.
- For Graduate Entry Routes A and B, the class of degree awarded is determined on the basis of the student's performance in all subjects. The student's aggregate mark is also taken into account.
- All subjects that count towards the class of degree are weighted equally.
- To obtain a degree with a given class of Honours a student will normally be required to achieve passes in at least half the subjects at or above that class, and to achieve an aggregate mark at or above that class, as illustrated below, but the Board of Examiners will take into account a student's overall performance.

### **Scheme A (8 Subjects)**

1st Class Honours	An aggregate mark of at least 560
2nd Class Honours (Upper Division)	An aggregate mark of at least 480 with a minimum of 3 marks in the range of 60 to 69 <b>or</b> an aggregate mark of at least 450 with a minimum of 4 marks in the range of 60 to 69
2nd Class Honours (Lower Division)	An aggregate mark of at least 400 with a minimum of 3 marks in the range of 50 to 59 <b>or</b> an aggregate mark of at least 380 with a minimum of 4 marks in the range of 50 to 59
3rd Class Honours	An aggregate mark of at least 360 with a minimum of 3 marks in the range of 45 to 49 <b>or</b> an aggregate mark of at least 350 with a minimum of 4 marks in the range of 45 to 49
Pass	An aggregate mark of at least 320

### **Graduate Entry Route A (9 Subjects)**

1st Class Honours	An aggregate mark of at least 610
2nd Class Honours (Upper Division)	An aggregate mark of at least 520 with a minimum of 4 marks in the range of 60 to 69 <b>or</b> an aggregate mark of at least 505 with a minimum of 5 marks in the range of 60 to 69
2nd Class Honours (Lower Division)	An aggregate mark of at least 440 with a minimum of 4 marks in the range of 50 to 59 <b>or</b> an aggregate mark of at least 425 with a minimum of 5 marks in the range of 50 to 59
3rd Class Honours	An aggregate mark of at least 405 with a minimum of 4 marks in the range of 45 to 49 <b>or</b> an aggregate mark of at least 390 with a minimum of 5 marks in the range of 45 to 49
Pass	An aggregate mark of at least 360

**Scheme B (8 Subjects)**

1st Class Honours	An aggregate mark of at least 560
2nd Class Honours (Upper Division)	An aggregate mark of at least 480 with a minimum of 3 marks in the range of 60 to 69 <b>or</b> an aggregate mark of at least 450 with a minimum of 4 marks in the range of 60 to 69
2nd Class Honours (Lower Division)	An aggregate mark of at least 400 with a minimum of 3 marks in the range of 50 to 59 <b>or</b> an aggregate mark of at least 380 with a minimum of 4 marks in the range of 50 to 59
3rd Class Honours	An aggregate mark of at least 360 with a minimum of 3 marks in the range of 45 to 49 <b>or</b> an aggregate mark of at least 350 with a minimum of 4 marks in the range of 45 to 49
Pass	An aggregate mark of at least 320

**Graduate Entry Route B (9 Subjects)**

1st Class Honours	An aggregate mark of at least 610
2nd Class Honours (Upper Division)	An aggregate mark of at least 520 with a minimum of 4 marks in the range of 60 to 69 <b>or</b> an aggregate mark of at least 505 with a minimum of 5 marks in the range of 60 to 69
2nd Class Honours (Lower Division)	An aggregate mark of at least 440 with a minimum of 4 marks in the range of 50 to 59 <b>or</b> an aggregate mark of at least 425 with 5 marks in the range of 50 to 59
3rd Class Honours	An aggregate mark of at least 405 with 4 marks in the range of 50 to 59 <b>or</b> an aggregate mark of at least 390 with 5 marks in the range of 50 to 59
Pass	An aggregate mark of at least 360

## Schedule E / Assessment criteria

### **First Class (70% +)**

*A first class answer has a thoughtful structure and follows a clear argument displaying personal reflection informed by wider reading of articles and/or other commentaries and a good grasp of detail (as evidenced by the choice of relevant examples which are well integrated into the answer's structure). The answer should be complete, with no errors or omissions.*

First class answers are ones that are exceptionally good for an undergraduate and which excel in several of the following criteria:

- comprehensiveness and accuracy
- clarity of argument and expression
- integration of a range of materials
- evidence of wider reading
- insight into the theoretical issues
- excellent and fluent use of written English containing very few, if any, grammatical errors

Excellence in several of these areas should be in addition to the qualities expected of an upper second class answer. A first class answer is generally expected to spot especially complex or difficult points, and to make use of more sophisticated analysis than an upper second class answer.

To obtain a very high first class mark (i.e. 75%+, there will usually be some evidence of originality and/or exceptionally sophisticated critical analysis).

### **Problem questions:**

**In addition to the above, first class answers to problem questions will also satisfy the following criteria:**

- i) all of the relevant legal issues must have been spotted
  - ii) the exposition and application of the relevant legal rules must be clear, accurate and comprehensive
  - iii) the application of the legal rules and the case law must be insightful (i.e., the candidate must demonstrate that s/he can both distinguish cases on their facts and argue by analogy)
  - iv) there should be a conclusion that summarises the legal position of the relevant parties
- 

### **Upper Second Class (60 to 69%)**

*An upper second class answer generally shows a sound understanding of both the basic principles and relevant details of the law, supported by examples which are demonstrably well understood and which are presented in a coherent and logical fashion. The answer should be well presented and structured, display some analytical ability and contain no major errors or omissions. Not necessarily excellent in any area.*

Upper second class answers cover a wider band. Such answers are clearly highly competent and typically possess the following qualities:

- accurate and well informed
- only very minor errors or omissions
- reasonably comprehensive
- well-organised and structured
- provide evidence that the candidate has read the required and recommended reading
- demonstrate a sound grasp of basic principles
- demonstrate a good understanding of relevant material
- succinct and cogent presentation
- some evidence of insight, reflection and analysis
- good standard of written English with few grammatical errors

One essential aspect of an upper second class answer is that it must have competently dealt with the question asked by the examiner.

### **Problem questions:**

**In addition to the above, upper second class answers to problem questions will also satisfy the following criteria:**

- i) all the major issues and most of the minor issues must have been spotted
  - ii) the application of the legal rules and case law must be accurate and comprehensive
  - iii) the application of the legal rules must be insightful (i.e., the candidate must demonstrate that s/he can both distinguish cases on their facts and argue by analogy)
  - iv) there should be a conclusion that summarises the legal position of the relevant parties
-

### **Lower Second Class (50 to 59%)**

*A substantially correct answer which shows an understanding of the basic principles.*

Lower second class answers display an acceptable level of competence, as indicated by the following qualities:

- generally accurate
- providing an adequate answer to the question based largely on textbooks but without evidence of much further reading
- competently presented
- no real development of arguments
- may contain a significant error or omission
- may contain some material which is not relevant to the question posed
- competent written English but may contain some grammatical errors

#### **Problem questions:**

**In addition to the above**, lower second class answers to problem questions will **also** satisfy the following criteria:

- i) most of major issues and minor issues must have been spotted
  - ii) the application of the legal rules and case law must be generally accurate and competent
  - iii) there should be a conclusion that summarises the legal position of the relevant parties
- 

### **Third Class (45 to 49%)**

*A basic understanding of the main issues but not coherently or correctly presented.*

Third class answers demonstrate some knowledge or understanding of the general area but tend to be weak in one or more of the following ways:

- displays an inability to follow an argument throughout
- poorly structured
- evidence of lack of wider reading
- descriptive only
- does not answer the question directly
- misses key points
- contains important inaccuracies
- covers material sparsely, possibly in note form
- contains assertions not supported by authority or evidence

#### **Problem questions:**

**In addition to the above**, although there is some relevant information, a third class answer to a problem questions is one that:

- i) misses a relevant legal issue
  - ii) fails to apply every relevant legal rule
  - iii) fails to make good use of the case law
  - iv) is poorly structured
- 

### **Pass (40 to 44%)**

*A pass represents the minimum acceptable standard for the award of a degree below the third class category.*

There is just sufficient information to indicate that the student has a general familiarity with the subject area. Such answers typically:

- contain relatively little appropriate or accurate material
- only cursorily cover the basic material
- may not answer the question posed
- are poorly presented without development of arguments
- poor standard of English, many grammatical errors

#### **Problem questions:**

**In addition to the above**, in a problem question, a pass answer is one that:

- i) misses an important legal issue
  - ii) fails to apply every relevant legal rule
  - iii) fails to make good use of the case law
  - iv) is poorly structured
-

**Fail (0 to 39%)**

*Fails to meet the minimum requirements of the assessment criteria.*

Such answers typically contain one or more of the following:

- evidence of a lack of basic understanding
- many errors or omissions
- evidence of a lack of understanding or appropriate reading
- failure to answer the question posed, by, for example, answering a different question from that set by the examiner
- disorganised
- very poor use of English, such as poor grammar and spelling and incoherent statements
- fails to complete the examination by answering too few questions

**In addition to the above, in a problem question, one or more of the following applies:**

- i) misses several important legal issues
- ii) fails to apply relevant legal rules
- iii) fails to make appropriate use of the case law
- iv) is poorly structured

# General Regulations

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**These General Regulations govern all degrees and other awards placed at Levels 4, 5 and 6 of the Framework for Higher Education Qualifications (FHEQ), and the programmes of study leading to those awards. The FHEQ forms part of the academic infrastructure of the Quality Assurance Agency for Higher Education (QAA) in England and Wales.**

## 1. The Regulations

### Introduction

1.1 These General Regulations govern all degrees and other awards placed at Levels 4, 5 and 6 of the Framework of Higher Education Qualifications (FHEQ), as listed in paragraph 2.1. Individual programmes of study leading to degrees and other awards at those levels are governed by both these General Regulations and specific Programme Regulations.

1.2 The rules within these General Regulations apply, in their entirety, to all of the awards listed in paragraph 2.1, except where indicated otherwise.

1.3 Registered External students (including Occasional students and students registered for Supplementary subjects, see paragraph 1.7) are required to comply with these General Regulations and the appropriate Programme Regulations. They must also comply with the procedures, deadlines and instructions issued by the University in, for example, the student handbook and Notice to Candidates. The University is not responsible for any consequences arising from failure to comply with these Regulations, procedures, deadlines or instructions.

1.4 It is a student's responsibility to ensure that his or her choice of subjects complies with the Regulations that are current for that year.

1.5 The rules relating to a programme of study in any given year are those included in the Regulations for that current year and not in the year in which the student initially registered (see also paragraph 1.9).

1.6 On all matters concerning the interpretation of the Regulations, or on which they are silent, the decision of the University shall be final.

### Occasional students and Supplementary subjects

1.7 Under these Regulations, and where permitted in paragraph 1 of the Programme Regulations, an applicant may apply to register for one or more subjects from a particular degree or diploma:

- an applicant who has decided not to register for a full degree or diploma as an External student may apply to register as an **'Occasional student'**
- an applicant who has already been awarded a degree or diploma as an External student may apply to register for **'Supplementary subjects'**.

In both cases, the student's choice of subject(s) must be approved by the University.

### Changes to the Regulations

1.8 The Regulations are reviewed and published annually, and certain programme details are subject to change. Each year's Regulations booklet replaces the one for the previous year, and so students must ensure that they refer to the current year's booklet at all times.

1.9 Changes to the Regulations for registered students will be introduced as follows:

- Two year's notice will be given when a subject is withdrawn, when a syllabus is amended substantially, when a prerequisite for a subject is introduced, and when the assessment method for a subject is changed.
- Five year's notice will be given in the event that the University is required to withdraw the programme.
- All other aspects of the Regulations may be amended without notice provided there is no detriment to the student or, where there is possible detriment, only with appropriate consultation. Normally, in the case of the latter, changes will be introduced for a new cohort of students only.

### Terminology and definitions

1.10 The programmes of study leading to degrees and other awards may be referred to, in the Regulations, as 'programmes'. Undergraduate certificates, undergraduate diplomas, Advanced Diplomas and Graduate Diplomas (or Diplomas for Graduates) are referred to jointly as 'diplomas'. First degrees are referred to as 'degrees'.

1.11 These General Regulations describe the individual elements of a programme as 'subjects'. In the Programme Regulations, these may be called 'units', 'courses', or 'modules'.

1.12 The term 'examination' used in the Regulations refers to the entire assessment for a subject, and includes not only the written paper for that subject but also any coursework, project, dissertation or online participation that contributes towards the final assessment.

1.13 'Credit' for a subject, on the basis of the same or an equivalent subject previously passed, may be awarded to a student who has been registered with the University of London for a programme of study. The mark obtained at the examination at which the subject was passed will be carried forward to the student's record and will contribute towards his or her award, in accordance with the criteria for awards given in the respective Programme Regulations.

1.14 'Exemption' from a subject may be granted to a student who has studied **either** for an award with another institution **or** for a programme of study with the University of London, where the subject passed is not sufficiently equivalent for credit to be awarded. The mark obtained at the examination at which the subject was passed will **not** be carried forward to the student's record and therefore will not contribute towards his or her award.

1.15 The 'Admission Notice' is provided to each student who has made an entry to an examination. The Admission Notice contains the student's candidate number and confirmation of the dates and time of the examination(s) for which he/she has entered.

1.16 The 'Notice to Candidates' contains prescribed rules for the examinations. The Notice to Candidates is provided to students together with their Admission Notice.

### **Student complaints procedure**

1.17 The University has a *Procedure for External student complaints* which can be found in the student handbook/manual (or the equivalent publication) and on the External System web site.

## **2. Awards to External students**

2.1 The University grants the following awards at Levels 4, 5 and 6 of the FHEQ to External students:

- undergraduate certificates
- undergraduate diplomas
- Advanced Diplomas
- Graduate Diplomas (or Diplomas for Graduates)
- First (or Bachelor's) degrees.

2.2 The definition, level, volume and learning outcomes of these awards are described in the Framework for Higher Education Qualifications, which can be accessed via the web site for the Quality Assurance Agency for Higher Education (QAA) in England and Wales.

2.3 Degrees may be awarded with the following classifications: First Class Honours, Second Class Honours (divided into Upper Division and Lower Division), Third Class Honours and Pass. Diplomas are awarded without classification, although some may be awarded with a mark of Distinction, Merit, Credit or Pass (see paragraph 1 of the Programme Regulations).

2.4 In exceptional circumstances, a student registered for a degree may be awarded an Aegrotat degree (see paragraph 11).

2.5 A certificate under the seal of the University will be delivered to each successful student who is granted a degree or other award. Unless indicated otherwise in paragraph 1 of the Programme Regulations, the date of the award will be **1 August**.

2.6 The standard of a University of London award is the same whether it is obtained by an External student or by a student who has been registered with a College of the University. The University's Regulations (which govern all University of London awards) state that "*candidates granted degrees and other awards shall have attained the same academic standard irrespective of mode or place of study or examination*".

2.7 To be eligible for an award of the University as an External student, a student must have:

- registered with the University as an External student for the relevant programme of study **and**
- satisfied the requirements for the relevant award and complied with the Regulations for the programme concerned in all respects **and**
- made satisfactory payment to the University of all due fees and accounts.

The University reserves the right not to grant the award to a student who fails to satisfy any of these conditions.

2.8 To register for a programme of study as an External student, an applicant must satisfy the conditions given in paragraph 4 of the relevant Programme Regulations. In addition, an applicant who was previously either registered as an External student or enrolled at a constituent College or Institute of the University of London must have made satisfactory payment to the University or College/Institute of all due fees and accounts. An applicant who fails to satisfy this condition will **not** be permitted to register, or to register again, as an External student.

2.9 An applicant who has previously received an award of the University of London, or whose registration with the University was terminated because he or she had exhausted the permitted number of attempts at an examination, may apply to register again as an External student for a programme of study in a different subject or field of study.

2.10 Unless paragraph 1 of the relevant Programme Regulations states otherwise, an applicant who has previously received an award of the University of London, or whose registration with the University was terminated because he or she had exhausted the permitted number of attempts at an examination, may apply to register again for a programme of study in the same subject or field of study. All applications will be considered on an individual basis. Permission to register in these circumstances will be given at the discretion of the University and will be subject to any further conditions specified in these General Regulations and in the relevant Programme Regulations, or by the University.

2.11 A former student of the University who is applying to register again as an External student under the provisions of paragraphs 2.9 or 2.10 will be required to satisfy the entrance requirements for the programme of study for which he or she is applying and the conditions given in paragraph 2.8.

### **Occasional students and Supplementary subjects**

2.12 Successful Occasional students and students taking Supplementary subjects will receive a certificate for each subject passed.

2.13 Occasional students may not accumulate passes in relevant subjects and then apply to be awarded a degree or diploma.

2.14 A pass awarded in a Supplementary subject will not alter the classification or mark for the degree or diploma already awarded.

### 3. Application, entrance requirements and exemptions

#### Application

3.1 In order to be considered for registration as an External student, applicants are required to submit an application in accordance with the procedures and deadlines given in the relevant prospectus.

#### Entrance requirements – degrees

3.2 To be eligible to register for a degree as an External student, an applicant must:

- *normally* be at least 17 years of age at the time of registration **and**
- satisfy the University's *general entrance requirements* (see paragraph 3.3) **and**
- satisfy any *course requirements* and/or *computing/Internet requirements* (see paragraph 4 of the relevant Programme Regulations).

3.3 To satisfy the general entrance requirements an applicant must have passes in:

- either** two subjects at GCE 'A' Level, and at least three further subjects at GCSE or GCE 'O' Level (at not less than grade C, or a 'pass' if taken prior to 1975)
- or** three subjects at GCE 'A' Level (with one 'A' Level at not less than grade D)
- or** three subjects at GCE 'A' Level, and one further subject at GCSE or GCE 'O' Level (at not less than grade C)
- or** two subjects at GCE 'A' Level, and two further subjects at 'AS' Level.

In addition to the above criteria, the University may accept qualifications of an equivalent standard to 'A' Levels and GCSEs. The decision on equivalent qualifications is taken at the discretion of the University of London.

3.4 The University reserves the right to request applicants to provide evidence acceptable to the University of oral and written competence in English before an offer of registration can be made.

#### Entrance requirements for diplomas, diplomas of higher education and certificates of higher education

3.5 To be eligible to register for a diploma, diploma of higher education or certificate of higher education as an External student, an applicant must:

- *normally* be at least 17 years of age (or the normal minimum age indicated in the Programme Regulations) at the time of registration **and**
- satisfy the relevant *entrance requirements* and any *computing/Internet requirements* (see paragraph 4 of the relevant Programme Regulations).

3.6 The University reserves the right to request applicants to provide evidence acceptable to the University of oral and written competence in English before an offer of registration can be made.

#### Entrance requirements – Occasional students

3.7 In order to be accepted as an Occasional student, an applicant must satisfy the entrance requirements for the appropriate degree or diploma.

### Exemptions

3.8 Where permitted in paragraph 4 of the Programme Regulations, students who satisfy the relevant entrance requirements to register for a programme of study and are appropriately qualified may apply for exemption from specified subjects. Applications will be considered on the basis of studies successfully completed at an appropriate level, as defined in the Programme Regulations, or on the basis of studies or qualifications specified in the Programme Regulations.

3.9 Where exemption is permitted in paragraph 4 of the Programme Regulations, students can be considered for exemption from up to **one third** of the programme concerned. Exemption can normally be granted from foundation/first year equivalent level subjects only, as defined in the Programme Regulations.

3.10 No exemption (including 'automatic' exemption) will be granted unless the student has made an application in accordance with the University's procedures and deadlines.

3.11 Applications for exemption cannot be considered after a student has made entry to the examination for the subject, Part or Year concerned. Students who have failed an examination may not, at a later stage, apply for exemption from that examination.

3.12 A fee is payable for all applications for exemption (see paragraph 12), except for those where exemption is awarded 'automatically' (see the Programme Regulations for a list of any automatic exemptions).

3.13 All exemptions are granted at the discretion of the University.

3.14 Exemptions are valid only for a limited time and as indicated in the offer of exemption. If a student does not enter an examination within this period, then the exemption will lapse and it will be necessary to make a fresh application.

3.15 Exemptions are valid only for the particular programme of study and subject for which they have been awarded. Exemptions will no longer be valid if the programme is withdrawn before the student registers. Students who transfer their registration to another programme may be required to submit a further application for exemption.

3.16 Students who are exempt from a specific subject are not required or permitted to offer the same, or equivalent, subject at a later stage.

### 4. Rules of progression

#### Progression within a programme of study

4.1 Students are required to comply with the rules of progression given in paragraph 3 of the Programme Regulations.

4.2 Students are not required to enter examinations every year nor to enter on the date they indicate at the time of registration, unless the Programme Regulations state otherwise.

## Progression from an undergraduate diploma to a related degree

- 4.3 An External student registered for an undergraduate diploma may progress to a related degree provided that:
- he or she has completed the requirements for the award of the diploma **or**
  - he or she already satisfies the entrance requirements for the degree concerned, as well as any other conditions stipulated in the Programme Regulations for the degree concerned **or**
  - he or she satisfies any other conditions specified for progression in paragraph 3 of the Programme Regulations for the degree concerned.
- 4.4 A student who progresses to a related degree will be credited with the same or equivalent subjects passed. Any restriction on the use of credited subjects is given in the Programme Regulations.
- 4.5 The attempts at any failed subjects which are common to the degree will be carried forward and will count towards the number of attempts permitted at those subjects.
- 4.6 Students who have not completed the requirements for the diploma but are permitted to transfer (see paragraph 4.3) will **not** subsequently receive the award of the diploma under any circumstances.

## 5. Period of registration

### Period of registration – degrees

- 5.1 The minimum period of registration for a degree is **three** years from a student's effective date of initial registration for that degree, **or two** years where maximum exemption has been granted, **or** as indicated in paragraph 2 of the Programme Regulations. No reduction in the prescribed minimum period of registration will be permitted.
- 5.2 The maximum period of registration for a degree is **eight** years from the effective date of initial registration (but see paragraphs 5.8, 5.9 and 8.4).
- 5.3 Students registered for an undergraduate diploma who progress to a related degree (see paragraph 4) will have the maximum period of registration of eight years for the degree counted from the effective date of initial registration for the diploma.
- 5.4 Students registered for the Access route who progress to a degree in the fields of Economics, Management, Finance and the Social Sciences will be given a **new** eight year period of registration effective from **1 September** in the year that they progress.

### Period of registration – diplomas

- 5.5 The minimum period of registration for a diploma is **one** year from a student's effective date of initial registration for that diploma, **or** as indicated in paragraph 2 of the Programme Regulations. No reduction in the prescribed minimum period of registration will be permitted.
- 5.6 The maximum period of registration for a diploma is **five** years from the effective date of initial registration (but see paragraphs 5.8, 5.9 and 8.4). The maximum period of registration is subject to the student satisfying any attendance requirements given in paragraph 2 of the Programme

Regulations, and subject to paragraphs 5.13 and 5.14 of these General Regulations.

### Period of registration – Occasional students and Supplementary subjects

5.7 Registration as an Occasional student or for Supplementary subjects is valid for a maximum period of **four** years from the effective date of initial registration for the subject(s) concerned.

### Renewal of registration

- 5.8 Where permitted in paragraph 2 of the Programme Regulations, application for a renewal of registration for a further eight year period (for degrees) or five year period (for diplomas) may be made by students who have not completed all the requirements of the degree or diploma within the maximum period of registration.
- 5.9 Renewal of registration is at the discretion of the University which will take into account the progress made by the student during registration. If approved, the registration will be subject to the Regulations in force at the time of renewal and to payment of the registration fee (and, where appropriate, the relevant subject fees) applicable at that time.

### Effective date of registration

- 5.10 Unless indicated otherwise in paragraph 1 of the Programme Regulations, a student's effective date of initial registration for a programme of study will be calculated as follows:
- **1 September**: when registering between 1 September and 31 December
  - **1 January**: when registering between 1 January and 30 April
  - **1 May**: when registering between 1 May and 31 August.
- 5.11 Only students whose **effective** date of initial registration is on or before 1 September in any year may enter examinations in the following year. A student whose effective date of registration is **1 January** or **1 May** will not be permitted to enter the examination until the following year.
- 5.12 Students whose effective date of initial registration is **1 January** or **1 May** will be permitted to enter an examination for the degree up until **30 September** in the year that their registration expires without payment of a further registration fee.

### Conditions for continued registration

5.13 Students who are required to pay a continuing registration fee in order to maintain their registration (see paragraph 7 of the Programme Regulations, where applicable) are required to pay this fee by **1 September** (or by the date given in the continuing registration letter) in the year in which it is due. The registration of a student who does not pay this fee by the due date will be deemed to have lapsed. Registration may be re-instated upon payment of all outstanding continuing registration fees. Alternatively, a student may opt to cancel his or her registration and pay a new registration fee, receiving a new registration period of eight years. At its discretion, the University may require a student who wishes to continue his or her studies to take one or the other of these options. In either case, attempts at examinations, whether successful or otherwise, will remain valid and will count towards the number of attempts at that examination and towards the final award, as appropriate.

5.14 If a student fails to pay the appropriate fees or breaches any relevant disciplinary conduct code, the University reserves the right to apply the Code of Student Discipline and The Suspension and Termination of Registration of Students in Debt process as described in the University of London Ordinances (Ordinance 17 and 18 respectively).

## 6. Transfer

### Transfer of External students to different programmes at Levels 4, 5 and 6 of the FHEQ, and within the same programme

6.1 Unless otherwise prohibited by the Programme Regulations concerned, an External student registered for a programme of study at Levels 4, 5, and 6 who wishes to change to another programme at one of those Levels may apply to transfer their registration. The student will be required to satisfy the regulations and entrance requirements for the programme to which he or she wishes to transfer.

6.2 A student registered for a programme of study with more than one 'scheme' or 'route' may apply to transfer between those schemes or routes.

6.3 The rules in paragraphs 6.4 to 6.9 apply both to students transferring between different programmes of study and to students transferring within the same programme. Further rules are given in the relevant Programme Regulations.

6.4 All applications to transfer will be considered on an individual basis, and permission to transfer will be at the discretion of the University and subject to the Programme Regulations concerned. (Students registered for a degree in the field of Economics, Management, Finance and the Social Sciences who wish to transfer to another degree in that same field are not required to submit a transfer application. Further information is given in the Programme Regulations for the degrees concerned.) Students may be required to cancel their registration and register afresh.

6.5 Any additional fees payable (see paragraph 12.4) and any period of transferred registration granted shall be at the discretion of the University. Any refund of fees already paid will be subject to the conditions in paragraph 12.

6.6 An application to transfer which is submitted after a student has made entry to any examination will **not** be considered until after the result of that examination has been published. The result of that examination will then be taken into account by the University in instances when permission to transfer is dependent on the student's examination record and/or where the student is applying to transfer between the routes or schemes of the same programme of study.

6.7 In certain circumstances, students who transfer may receive credit for subjects, Parts or Years already passed. Details of such credit arrangements are given in the Programme Regulations.

6.8 Students who receive credit for subjects passed will not be permitted to re-enter the examination for those subjects. The marks obtained at the examinations at which the subjects were passed will contribute towards the student's award, in accordance with the criteria for awards given in the respective Programme Regulations.

6.9 Students who are not permitted to transfer to a particular programme but who wish to register for that programme must cancel their registration for the other award and apply to register afresh, subject to satisfying the requirements of paragraph 4 of the Programme Regulations. Students who are permitted to register afresh in this way:

- will **not** be permitted to carry credit for any subjects previously passed either to the programme concerned, or, in the event of a subsequent transfer, to another programme **and**
- will **not** be permitted to carry any failed attempts at subjects from their previous registration.

### Transfer of External students to a programme at Level 7 of the FHEQ

6.10 Students registered for a programme of study at Levels 4, 5 and 6 of the FHEQ (see paragraph 2.1) are not permitted to transfer their registration to a programme at Level 7 of the FHEQ. Students will instead be required to cancel their existing registration and to submit a fresh application for registration and comply with the Regulations for the programme concerned.

### Registration and credit transfer of College-based students

6.11 A student in attendance at a College or Institute of the University of London may apply to complete their studies for the same award as an External student and may be considered for credit and/or exemption for subjects previously passed. All applications for credit and/or exemption will be considered on an individual basis and at the discretion of the University.

6.12 Students who receive credit for subjects passed will not be permitted to re-enter the examination for those subjects. The marks obtained at the examinations at which the subjects were passed will contribute towards the student's award, in accordance with the criteria for awards given in the respective Programme Regulations.

6.13 The rules concerning exemptions are given in paragraph 3.

## 7. Assessment

7.1 Students registered for a degree or diploma or for Supplementary subjects, or as an Occasional student, are required to satisfy the assessment requirements for the subject(s) taken and may not make more than the number of attempts permitted in paragraph 6 of the Programme Regulations.

7.2 An examination is governed by the Regulations in force at the time of the examination and not at the time that a student was initially registered or first attempted the examination concerned (but see also paragraph 1.9).

7.3 In order to sit an examination, a student must:

- have completed the relevant application and registration/enrolment procedures with the University by the appropriate deadlines and be registered as an External student for the programme concerned **and**
- meet the conditions of paragraph 5.11 **and**
- have made an examination entry in accordance with both the University's and the appropriate examination centre/Overseas Examination Centre's instructions and deadlines.

7.4 Oral and aural examinations are normally held only in London. Permission to take oral/aural examinations at a centre other than London is dependent on the ability of the examination centre/Overseas Examination Centre to make arrangements acceptable to the University for the conduct of the examinations. Students for whom arrangements to take the oral/aural examinations outside of London cannot be made may apply for permission to take these examinations in London and the written papers elsewhere in the United Kingdom and Ireland or overseas.

7.5 Except in the circumstances of paragraph 7.6, all examinations by written paper, wherever held, will take place on the same date and at the same time. The University reserves the right to set different papers in the same subject in separate countries and in different time zones.

7.6 In the event of any unavoidable delay in the arrangement of examinations in a country other than the United Kingdom, the Overseas Examination Centre will arrange for the relevant papers to be taken with as little deviation as possible from the original dates and times assigned to them. Students are required to abide by any such revised arrangements. The University reserves the right not to mark a paper taken at a different time from that prescribed.

7.7 Where it is deemed necessary, Examiners may change the format or rubric of a written paper, from that of a previous year, without prior notice to students.

7.8 Except where the syllabus/course outline or rubric for a written paper for a particular subject indicates otherwise, all answers to examinations must be written in English.

### **Examination centres**

7.9 Examinations by written paper are held at established examination centres worldwide.

7.10 Outside the United Kingdom and Republic of Ireland, examinations are conducted by independent bodies known as Overseas Examination Centres.

7.11 In countries where an established Overseas Examination Centre, students must use the facilities provided by that Centre. The University will not establish an alternative centre in those countries.

7.12 All examinations are held at the discretion of the examination centre/Overseas Examination Centre and are subject to any conditions they may impose.

7.13 Students are required to apply to the relevant examination centre/Overseas Examination Centre for permission to sit an examination. The University can accept no responsibility for making examination arrangements on behalf of a student. It is entirely at the discretion of the examination centre or Overseas Examination Centre to accept or refuse an entry to an examination.

7.14 A fee is normally levied by all examination centres (other than London) and Overseas Examination Centres. This fee is payable by students each time they make an examination entry. The University cannot be responsible for this fee nor can it influence the level of fee charged.

## **8. Number of attempts permitted**

8.1 A student who fails to satisfy the Examiners in an examination, and who has not yet satisfied the conditions for the Board of Examiners to determine his or her final result, may be permitted or required to resit that examination, up to the maximum number of attempts specified in paragraph 6 the Programme Regulations.

8.2 A student who enters an examination hall to attempt a written paper will be considered to have made an examination attempt. Unless otherwise stated in the Programme Regulations, absence from an examination will not count as an attempt.

8.3 The mark or grade awarded for a second or subsequent attempt at an examination will supersede any previously awarded mark or grade for that examination, unless the Programme Regulations state otherwise.

8.4 If, on the last permitted occasion that a student sits an examination, he or she receives the result 'Fail' or 'Retired', his or her registration for the programme concerned will cease unless the Programme Regulations permit the student to proceed as the requirements for that award may still be satisfied, in which case the mark obtained on the latest occasion may be carried forward and may count towards the final award.

8.5 Except as otherwise provided for by the University, students may not make a further attempt at any subject already passed or for which specific exemption or credit has been awarded.

8.6 A student who has failed a Part or Year of an examination, while satisfying the Examiners in some papers within that Part or Year, will normally be required to take all the papers of the Part or Year on any re-entry. A student who has passed a Part or Year of an examination will not be permitted to re-enter papers within the Part or Year.

## **9. Students with a disability and/or special needs**

9.1 The University has a policy for External students with a disability and/or special needs and a statement explaining this policy is given on the External System web site.

9.2 As part of its policy, the University will make every reasonable effort to accommodate the requirements of a student with a disability and/or special needs by, wherever possible, providing any study materials in a different format (e.g. large print) or another medium, and/or by making special examination arrangements. If the University is unable to provide the study materials in the format which has been requested, the University will endeavour to make an alternative suggestion.

### **Special examination arrangements**

9.3 The University has a Panel which considers special examination arrangements for students with a disability and/or special needs. The aim of the Panel is to make sure that a student with a disability and/or special needs is neither disadvantaged nor advantaged when compared to other students. The University cannot guarantee that special examination arrangements will be possible in every case.

9.4 Applications from students with a disability and/or special needs may be considered for the use of special aids or for extra time in the examinations.

9.5 Special arrangements for examinations at an *ad hoc* centre may be made in very exceptional circumstances and then only in the United Kingdom. Arrangements **cannot** be made for oral or practical examinations to be held at an *ad hoc* centre, although in exceptional cases it may be possible to permit the use of special aids. Arrangements for examinations in a student's home are **not** made. Additional fees may be payable for arrangements at an *ad hoc* centre.

9.6 A student who finds handwriting difficult due to medical or learning difficulties must apply to the University for special arrangements to be made. The University will not transcribe illegible scripts. Any script deemed illegible by the Board of Examiners will be assigned a mark of zero and a fail result will be given. This will count as an attempt at the examination.

## 10. Conduct of examinations

10.1 All students sitting examinations are required to comply with the rules governing the conduct of examinations given below and in the Notice to Candidates accompanying the Admissions Notice.

### Representations about examinations

10.2 Students who wish the Board of Examiners to know of any illness or other adequate cause which they think may have affected their performance must **immediately** inform the Examinations Office and furnish a supporting medical certificate or other supporting certification obtained at the time of illness. Notification received more than **three weeks** after the date of the last examination will **not** be taken into account by the Examiners.

10.3 Appeals against the results of examinations **may not be made** on academic grounds. The University will consider representations concerning examination results made on the grounds of administrative error or where there is concern that the examination may not have been conducted in accordance with the relevant Instructions and/or Regulations. An administration fee (currently £50 per paper) is payable for the consideration of such representations (refundable in the event that an error is found). Any representation must be made within **one month** of the publication of the decision of the Board of Examiners to which it relates and should be addressed to the Head of Special Examination Services and accompanied by payment of the administration fee. Representations must state the grounds on which the appeal is made and provide evidence to support it. Further information on the procedure may be obtained from the Head of Special Examination Services.

### Permitted materials

10.4 A student may use in the examination only such books, notes, statistical tables, instruments, or other materials or aids as have been specifically permitted. Details of such permissions are given in the Programme Regulations. No other books, notes, instruments, or other materials or aids whatsoever may be introduced into an examination room or be handled or consulted during an examination. Any such materials or aids in the possession of a student on entry to the examination room must be deposited immediately with the Invigilator before the examination starts. It is an examination offence to introduce unauthorised materials into the examination room.

10.5 The use of calculators in the examinations is strictly controlled. Students may use their own electronic calculators in the examinations provided that:

a) the Programme Regulations permit this

- b) the calculator complies with the specification given in paragraph 10.6
- c) Where no such permission is given in the Programme Regulations, calculators may **not** be used.

10.6 Where calculators are permitted, the following specification will apply, unless the Programme Regulations state otherwise:

- Non-programmable. The use of a calculator or other electronic device that communicates, stores textual or numerical information, or displays textual (except error) messages, graphical or algebraic information is strictly forbidden. The use of a calculator with alphabet and/or symbol keys not listed below is strictly forbidden.
- PDAs, mobile phones or other devices are forbidden
- Hand held
- Compact
- Portable
- Solar and/or battery powered
- Quiet in operation
- The use of calculators with the following symbols and functions **only** are permitted:
  - Digit keys 0 to 9 and decimal point;
  - Keys for basic arithmetical functions of addition, subtraction, multiplication, division and equals;
  - Percentage key;
  - Square root key;
  - Basic 3 key memory (MRC, M-, M+);
  - Clear keys (C, AC);
  - On/off key.

10.7 The use of any calculator other than the type specified in the paragraph 10.6 of the General Regulations, or in paragraph 6 of the Programme Regulations, will constitute an examination offence and will be subject to the provisions in paragraph 10.16 of these regulations. Students are responsible for ensuring that their calculators are in working order for the examination. Students must ensure that they have alternative means of calculation in the event of the calculator failing during the examination, either through the use of a second calculator, which complies with the specification given in the Programme Regulations, or to continue the examination without the use of a calculator. If students use electronic calculators in examinations they must indicate on their examination scripts the name and type of machine used. Calculators will **not** be provided by the University

### Examination offences

10.8 It is an examination offence to introduce into, or use in the examination room, unauthorised materials or aids. Any unauthorised materials or aids brought into an examination room and not deposited with the Invigilator (see paragraph 10.4) must be surrendered to the Invigilator on request. Any materials or aids so surrendered may be handed over by the Invigilator to the University which may make copies of them. The original materials or aids (together with all such copies) may be retained by the University at its absolute discretion.

10.9 Students must not pass any information from one to another during an examination of a written paper. A student may not act in collusion with another student or any other person, nor copy from another student, nor engage in any similar activity. Any of these activities constitutes an examination offence.

10.10 Plagiarism is the presentation of another person's thoughts or words as if they were the student's own: for example, copying from text books and other sources (including the Internet) without due acknowledgement that the passages quoted are copied and without giving the source of those

passages (see paragraph 10.12). Plagiarism is an examination offence.

10.11 All work submitted as part of the requirements for any examination must therefore be expressed in the student's own words and incorporate his or her own ideas and judgements.

10.12 Direct quotations from the published or unpublished work of another person must always be clearly identified as such and a full reference to the source must be provided in the proper form. A series of short quotations from several different sources, if not clearly identified as such, constitutes plagiarism in the same way as an unacknowledged quotation from a single source. Equally, if another person's ideas or judgements are summarised, the student must refer to that person in the text and give details of the work to which reference is made. Further instructions on acknowledging other people's work and the extent to which other sources may be quoted is given in student handbooks.

10.13 It is an examination offence to submit work which has been written jointly by two or more persons, unless expressly permitted in the relevant Programme Regulations.

10.14 Assignments, essays, projects, reports, dissertations and other similar work must therefore be the student's own work and must be written without the assistance of other people, except where expressly permitted in the Programme Regulations. Students will be required to submit a signed declaration for all such work submitted, stating that they understand what is meant by plagiarism, and confirming that the work submitted is entirely their own and that the use of published or unpublished works of other people has been acknowledged in accordance with the University's requirements.

10.15 It is the responsibility of the student to safeguard his or her assignments, essays, projects, reports, dissertations and other similar work and to prevent them from being copied by other students.

10.16 The examination offences listed in the foregoing paragraphs will be treated as cheating or irregularities of a similar character under the provisions of the Regulations for Proceedings in respect of Examination Offences by Candidates for University Awards, except as otherwise provided for in the relevant Programme Regulations. Under the Regulations for Proceedings in respect of Examination Offences by Candidates for University Awards students found to have committed an offence may have the results of their examinations withheld, and may be excluded from all future examinations of the University. A copy of these Regulations may be obtained from the Head of Student Assessment.

### **Other matters**

10.17 The University reserves the right to require students sitting an examination for a written paper to remain within the examination hall or its precincts for the duration of the relevant paper.

10.18 All examination scripts are the property of the University and will not be returned to students. Answers to assignments, essays, course projects and other similar work written in the student's own time will only be returned to the student as described in the relevant Programme Regulations. Final reports on dissertations will not be returned to students, unless indicated otherwise in the Programme Regulations.

10.19 All question papers will be retained by the University.

## **11. Aegrotat degree provisions**

11.1 A student registered for a degree who has been absent from any paper(s) of the examination on the occasion on which he or she enters to complete the degree, through illness or any other cause judged sufficient by the University such as death of a near relative, may apply to be considered for the award of an Aegrotat or classified degree in accordance with the Programme Regulations and with the provisions below where these are applicable.

11.2 A student who has been present for all papers of the examination on the occasion on which he or she enters to complete the degree, but considers that his or her performance has been adversely affected by illness or any other cause judged sufficient by the University such as death of a near relative, may apply to be considered for the award of an Aegrotat or classified degree in accordance with the Programme Regulations and with the provisions below where these are applicable.

11.3 An application for consideration by the Examiners for the award of an Aegrotat or classified degree based on the standard reached by the candidate in the papers taken must be submitted to the appropriate Examinations Office as soon as possible and not later than three weeks from the last day of the examination, and must be accompanied by a medical certificate or other evidence of the grounds on which it is made. In order to reach a decision on the application, such further information or supporting evidence as may be required must be provided on request.

11.4 If the Examiners are able to decide on the basis of the examination evidence that a student who has been present for all papers or who has been absent from one or two papers has reached the standard required for the award of a degree with a Pass or Honours classification, they shall recommend the award of such a degree and shall not consider the candidate for the award of an Aegrotat degree. The Examiners shall not recommend the award of a class of degree higher than the overall level which the candidate has achieved in the work actually presented.

11.5 In the case of a student not recommended for the award of a classified degree, the Examiners will decide whether, having regard to the work submitted for the paper(s) of the examination which the student attended, he or she reached a standard which, if also reached in the remainder of the examination, would have qualified him or her for the award of a degree. In such a case the Examiners may recommend the award of an Aegrotat degree.

11.6 If the Examiners decide that a student is eligible for the award of an Aegrotat degree, the student may then either apply for the award of the Aegrotat degree or re-enter the examination at a later date.

11.7 A student who has informed the University in writing that he or she wishes to apply for the award of the Aegrotat degree will not be eligible thereafter to re-enter for the examination. A student who re-enters the examination will cease to be eligible to apply for the award of an Aegrotat degree.

11.8 An Aegrotat degree is awarded without any classification.

## 12. Fees

12.1 Students are required to pay the fees given in paragraph 7 of the Programme Regulations in full at the time when they fall due. Fees must be paid in accordance with the University's procedures and deadlines given in the prospectus and Student handbook (as applicable).

12.2 The University reserves the right to amend previously announced fees. The University also reserves the right to make additional charges (see paragraph 7 of the Programme Regulations).

12.3 Students who are permitted to proceed to a degree from a related undergraduate diploma (see paragraph 4) will not normally be required to pay a new registration fee for the degree, but will be required to pay the appropriate continuing registration fee or, where applicable, the appropriate remaining subject fees.

12.4 Students who are permitted to proceed from a short course to an undergraduate certificate, undergraduate diploma, Advanced Diploma, Graduate Diploma or degree (see paragraph 2) will be required to pay the registration fee for the relevant programme of study and the fee for the remaining subjects, unless indicated otherwise in the Programme Regulations.

12.5 Students who are permitted to transfer their registration to another programme of study (see paragraph 6) shall be required to pay the relevant fees, for the programme concerned, in order to do so. Any additional fee payable shall be at the discretion of the University. Any refund of fees already paid will be subject to the conditions in paragraphs 12.6 to 12.9.

12.6 Students who cancel their registration for one programme of study and register afresh for another programme of study (see paragraphs 6.4 and 6.9) will be required to pay the relevant fees, for the programme concerned, in order to do so. Any refund of fees already paid will be subject to the conditions in paragraphs 12.8 and 12.9.

12.7 Students who are permitted to renew their registration at the expiry of the initial period of registration (see paragraph 5.8) will be required to pay a further full registration fee. Students who are permitted to renew their registration for a programme of study which is being phased out will be required to pay a proportion of the full registration fee, the amount depending on the number of years remaining before the last examination for the programme concerned. In addition to the registration fee, **all** students will be required to pay, as applicable, either the continuing registration fee or the appropriate subject fees, under the Regulations in force at that time.

## Refunds

12.8 Application handling fees and exemption application fees are not refundable.

12.9 Registration and continuing registration fees will not be refunded except as provided below:

If a student dies or is prevented from pursuing his or her studies through a disabling illness or that of a near relative for whose care the student is responsible, a proportion of the registration and any continuing registration fees which have been paid will be refunded at the discretion of the University provided that:

- the application is made within two years of the effective date of registration
- the student has not already entered the examinations as specified in paragraph 7 of the relevant Programme Regulations
- such medical or other evidence as may be required is submitted.

12.10 Subject fees, where applicable, will only be refunded as indicated in paragraph 7 of the relevant Programme Regulations.

12.11 Examination entry fees are not refundable nor can they be transferred from one examination to a later one. A student is liable for the full fee at any subsequent entry, in accordance with the Regulations then in force.



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