

## University of Durham Diploma Supplement

### 1. Information identifying the holder of the qualification

The following information is available on the University Transcript:

- 1.1. Family name:
- 1.2. Given name(s):
- 1.3. Date of birth:
- 1.4. University identification number or code
- 1.5. HESA (Higher Education Statistics Agency, UK) identification number

### 2. Information Identifying the Qualification

Selected information, relating to the student programme is included on the University transcript:

- 2.1 Name of qualification and title conferred
- 2.2 Main field(s) of study
- 2.3 Name and status of awarding institution

The University of Durham was established by an Act of Parliament issued on 4<sup>th</sup> July 1832. It is recognised by the UK Authorities as having the power to award its own degrees. The power to award degrees is protected by UK law.

### 2.4 Name and status of institution administering studies

Some students follow degrees or other programmes of study validated by the University of Durham. These institutions are recognised by the UK authorities as being able to offer courses leading to a degree of a recognised body such as the University. Links to these institutions can be found at: [durham.ac.uk/alumni/alumni-services/diploma-supplement/](http://durham.ac.uk/alumni/alumni-services/diploma-supplement/)

### 2.5 Language of instruction/examination:

The University's programmes are all taught and examined in the English language, except where the subject of the degree is such that it is obvious that all or part of the teaching assessment must be in another language (e.g. BA in Modern Languages such as French, German etc.). By exception, the thesis for a postgraduate research award may occasionally be submitted in a language other than English.

### 3 Information on the level of the qualification

#### 3.1 Level of qualification

The University's undergraduate and taught postgraduate and research postgraduate programmes lead to one of the following awards:

Qualification	Normal Length of Programme (Full-Time)	Min overall credits	No of credits at highest level	Further guidance	ECTS Credit Equivalence	England, Wales & Northern Ireland Qualification Level	European HE Area Cycle
Doctorate (PhD)	3 years	540 credits	min 540 credits at Level 5	max 180 credits at Level 4: max 40 credits at Level 1-3	270	8	Third
PhD with Integrated Studies	4 years	720 credits	min 540 at Level 5	max 180 credits at Level 4: max 30 credits at Level 1-3	360	8	Third
Professional Doctorate	3 years	540 credits	min 360 credits at Level 5	max 180 credits at Level 4: max 30 credits at Level 1-3	270	8	Third
Higher Master's Degree (research)	2 years	360 credits	Min 360 credits at Level 4		180	7	Second
Master of Business Administration (MBA)	1 year	**180 credits	**Min 150 credits at Level 4		90	7	Second
		240 credits	Min 240 credits at Level 4		120		
Master in Social Work (MSW)	22 months	190 credits	Min 150 credits at Level 4		95	7	Second
		*305 credits	*Min 305 credits at Level 4		150		
Master's Degree (research)	1 year	180 credits	Min 180 credits at Level 4		90	7	Second
Master's Degree (taught)	1 year	180 credits	min 150 credits at Level 4	max 30 credits at Level 1-3	90	7	Second
PG Diploma	1 year	120 credits	min 90 credits at Level 4	max 30 credits at Level 1-3	60	7	Second
Postgraduate Certificate in Education (PGCE)	1 year	90 credits	Min 60 credits at Level 4		45	7	Second
PG Certificate	1 year	60 credits	min 40 credits at Level 4	max 20 credits at Level 1-3	30	7	Second

Qualification	Normal Length of Programme (Full-Time)	Min overall credits	No of credits at highest level	Further guidance	ECTS Credit Equivalence	England, Wales & Northern Ireland Qualification Level	European HE Area Cycle
Graduate Diploma	9 months	80 credits	min 80 credits at Level 3	max 40 credits at Level 1-2	40	6	First
Graduate Certificate	6 months	40 credits	min 40 credits at Level 3	max 20 credits at Level 1-2	20	6	First
Integrated Master's Degree	4 years	480 credits	min 120 credits at Level 4	max 360 credits at Level 1 -3	240	7	Second
Honours Degree	3 years	360 credits	min 90 credits at Level 3		180	6	First
Ordinary Degree	3 years	300 credits	min 60 credits at Level 3		150	5	Short
Diploma HE	2 years	240 credits	min 90 credits at Level 2		120	5	Short
Certificate HE	1 year	120 credits	min 120 credits at Level 1		60	4	N/A
Foundation Award	6 months	60 credits	Min 60 credits at Level 1		30	N/A	N/A
Foundation Year	1 year	120 credits	min 120 credits at Level 0		0	N/A	N/A

The University maps its own levels of study against the levels defined within the national *Framework for Higher Education Qualifications* as follows:

**Level 0** = Foundation year;

**Level 1** = Certificate level (*FHEQ Level 4*);

**Level 2** = Diploma level (*FHEQ Level 5*);

**Level 3** = Honours degree level (*FHEQ Level 6*);

**Level 4** = Master's degree level (*FHEQ Level 7*);

**Level 5** = Doctoral degree level (*FHEQ Level 8*).

The University has adopted a credit framework for its taught programmes in line with its own mission and definition of standards and taking into account as points of reference the QAA Framework for Higher Education Qualifications and the Higher Education Credit Framework for England. (More information relating to these can be found at: [durham.ac.uk/alumni/alumni-services/diploma-supplement/](http://durham.ac.uk/alumni/alumni-services/diploma-supplement/))

The information below explains the rationale for the framework adopted, particularly where this diverges from the national guidelines.

In drafting the University's credit framework and the regulations by which that framework is put into practice we have taken into account the need to assure ourselves that:

- standards are consistent across subject areas;
- standards provide logical progression between levels of modules and awards;
- our credit framework articulates with national guidelines;
- awards are made to students as the result of a defined learning experience within the University of Durham which justifies the award of a Durham qualification;
- students are rewarded appropriately for successful study but are offered learning opportunities to redeem failure early in their programme of study;
- an appropriate degree of flexibility is allowed to those designing the curriculum, to provide for:
  - choice in line with students' abilities and interests;
  - specialist modules reflecting areas of research expertise and reinforcing the link between teaching and research in the curriculum. Such modules may be taken by relatively few students but it is important that these opportunities be provided and that the modules are viable.

The University framework adopts credits as the currency in which student achievement is defined. Credits are gained when modules are successfully completed and a module is therefore defined in terms of the number of credits which each is worth, as well as in terms of its level, learning outcomes, title and content.

Successful completion of a module indicates that a student has achieved the learning outcomes specified for that module. The credits gained are at the level of the module concerned and the regulations indicate how many credits must be gained and at what level to achieve any given award.

### **3.2 Official length of programme**

The normal full-time duration of study is shown in table. Part-time students are required to undertake the equivalent number of years of study in order to obtain the same qualification.

Programme durations may vary according to the discipline. The actual number of years studied by a student is shown on the transcript.

### **3.3 Access requirement(s)**

#### **Postgraduate Programme Entry requirements**

The normal minimum entry requirement for admission to a taught postgraduate programme is to be a graduate of an approved University or Institution of Higher Education with normally at least an upper second class Honours degree, or its equivalent, in an appropriate discipline. However, if an applicant is not a graduate, then the possession of other qualifications and/or experience which is recognised by the University as the equivalent of an Honours degree may be accepted. Entry requirements are published on the University's website at: [durham.ac.uk/study/postgraduate/taught-degrees/application-guidance](http://durham.ac.uk/study/postgraduate/taught-degrees/application-guidance). Some Academic Departments and programmes have different or additional entry requirements. These can be found on an individual programme's page found in the Courses Database: [durham.ac.uk/study/](http://durham.ac.uk/study/). Students seeking entry to postgraduate research programmes at Level 5 are normally required to be a graduate of an approved University or Institution of Higher Education with normally at least an upper second class Honours degree, or its equivalent, in an appropriate discipline. In addition, for certain disciplines, students may be advised to have successfully completed an appropriate

Master's level programme. Entry requirements can be found on the relevant academic department's postgraduate research web pages.

Candidates will also be required to satisfy the University's requirements in respect of English language proficiency, as detailed in the University's Guidelines on the English Language Proficiency of Candidates as published in the Learning and Teaching Handbook ([durham.ac.uk/study/international/entry-requirements/english-language-requirements/](http://durham.ac.uk/study/international/entry-requirements/english-language-requirements/))

## **Undergraduate Programme Entry requirements**

All students entering to read for an undergraduate degree, certificate or diploma must meet the published entry requirements. Entry requirements are published on the University's website ([durham.ac.uk/study/](http://durham.ac.uk/study/)) and at UCAS.

Candidates will also be required to satisfy the University's requirements in respect of English language proficiency, as detailed in the University's Guidelines on the English Language Proficiency of Candidates as published in the Learning and Teaching Handbook ([www.durham.ac.uk/study/international/entry-requirements/english-language-requirements/](http://www.durham.ac.uk/study/international/entry-requirements/english-language-requirements/))

Students who do not satisfy entry criteria for the programme to which they are applying may still be able to receive an offer of admittance to the University subject to the approval of a Matriculation Concession. A Matriculation Concession shall only be agreed where an academic department feels that an applicant has sufficient academic ability to complete successfully the programme of study in which they are interested.

All applicants are judged on the basis of merit and potential, including their motivation to benefit from the range of academic opportunities available within the University and the contribution that a student can make to and benefit from University life including the College community to which he or she is applying. The University interprets "merit" as the positive attributes of an applicant seeking to study at Durham, which is based on the evidence of prior achievement. Mindful of the context of prior achievement, the University judges "potential" as the scope for a student to benefit from what Durham has to offer, and the promise for future achievement and contribution to the University.

## **4. Information on the contents and results gained**

### **4.1 Mode of study**

The mode of study is indicated on the transcript element of this supplement.

### **4.2 Programme requirements**

The University publishes the learning outcomes of its programmes and modules on its website. Links leading to Information sources which relate to the outcomes of individual programmes can be found at: [durham.ac.uk/alumni/alumni-services/diploma-supplement/](http://durham.ac.uk/alumni/alumni-services/diploma-supplement/)

### **4.3 Programme details: (modules or units studied), and the individual grades/marks/credits obtained:**

Details of the modules undertaken and the marks obtained are available on the transcript element of this supplement.

### **4.4 Grading scheme and, if available, grade distribution guidance**

The University operates a unified corporate degree, diploma and certificate awarding system for undergraduate and taught postgraduate programmes that are not otherwise constrained by accreditation requirements. The University's classification arrangements are designed to be consistent with the QAA Framework for Higher Education Qualifications (England, Wales and Northern Ireland).

The classification system is based on averaging the grades obtained across the modules comprising the final programme years for the award concerned, with the grade being weighted in line with the credit value of the modules concerned. For honours degrees and integrated masters, the grades obtained during each level of study are also differentially weighted on the ratio of 2:3 for honours degrees and 2:3:4 for integrated masters.

#### 4.5 Overall classification of the qualification (in original language)

All numeric grades shown on the transcript element of this supplement are in the University's 0-100 scale.

#### 4.6 Award and Classification

Students' eligibility for an award is determined on the basis of their:

Meeting of the requirements of the relevant Ordinance and Regulations i.e. obtaining sufficient credits at the appropriate level(s) in the prescribed manner, and meeting the requirements of the programme specification concerned to satisfy the programme outcomes, and through achieving a 'classification average', calculated as the average (weighted mean) of the marks achieved in all of the modules taken in the relevant programme year(s), which is equal to or greater than the prescribed minimum classification average pass mark.

Research awards based on a submitted thesis do not receive a numeric grade but receive a 'pass' or 'fail'.

#### 4.7 Discretion

The Board of Examiners retains the right to exercise discretion if it considers it right to do so in the proper discharge of its duties, (for example, in taking account of medical or other circumstances in respect of an individual student's performance).

Once confirmed by the Board of Examiners marks on papers contributing towards classification are not altered to reflect the degree class awarded, progression decisions or the classification awarded. This includes cases where Examiners have used discretion concerning special circumstances that may have affected a student's performance.

Percentage Mark	Professional Doctorate and PhD with Integrated Studies (taught component)	Postgraduate Master's PGDip and PGCert	Master's (first degree) Bachelor (with Honours)	Graduate Certificate, Graduate Diploma	Bachelor (Ordinary)	Diploma in Medical Studies	Certificate of HE, Diploma of HE
70.00 – 100.00	Distinction	Distinction	Class I	Distinction	Pass	Pass	Pass
60.00 - 69.99	Merit	Merit	Class II Division i	Merit			
50.00 - 59.99	Pass	Pass	Class II Division ii	Pass			
40.00 - 49.99	Fail	Fail	Class III	Fail	Fail	Fail	Fail
0.00 – 39.99			Fail				

### 5. Information on the Function of the Qualification

#### Access to Further Study

A second cycle Master's Degree of the University give access to postgraduate research (Doctoral) programmes. A first cycle Bachelor's degree of the University, normally with a higher second class award, gives access to taught postgraduate study.

## **6. Professional Status**

The following professions, for which the University provides programmes of education and training, are subject to statutory regulation by the UK Government: doctors and schoolteachers.

Other professions are regulated by a specialist college, society or institute with its own individually prescribed examinations and requirements for membership. The accreditation/recognition of one of the University's programmes by one or more of these professional bodies may be on the basis that the programme meets its full membership requirements or that success in the University's examinations, possibly at a prescribed level of attainment, gives exemption from all or some of the professional body's membership examinations. Holders of University awards accredited/recognised by such a professional body may apply for membership of that body on an individual basis and thereafter maintain or extend their membership by continuing to meet the professional body's requirements which usually include payment of annual membership fees.

Details of the current professional standing of a holder of one of the University's awards is certified by the relevant professional or statutory body independently of documentation produced by the University.

## **7. Additional Information**

Candidates for the University's awards who have previously successfully attended certain courses of study, either at the University of Durham or at an approved educational establishment, are eligible for special consideration under the policies and procedures for Accrediting of Prior Learning (APL) for the granting of exemption from a module/course and its examinations.

Programmes of study may include requirements for substantial Study or Work Experience (Industrial placements) outside of the University, which may be reflected in the programme title of the transcript element of this supplement.

Where modules contributing to an award of the University of Durham have been taken under the University's arrangements for collaborative programmes these modules and the location given are identified in the transcript element of this supplement.

## **8. Further Information Sources**

The University maintains the following website as an information source for diploma supplements:

[durham.ac.uk/alumni/alumni-services/diploma-supplement/](http://durham.ac.uk/alumni/alumni-services/diploma-supplement/)

Alternatively additional information can be obtained from:

Student Registry  
University of Durham  
Palatine Centre  
Stockton Road  
Durham  
DH1 3LE  
[student.registry@durham.ac.uk](mailto:student.registry@durham.ac.uk)