

Course record information

Name and level of final award	Postgraduate Diploma - Prof Practice Architecture The award is Bologna FQ-EHEA second cycle degree or diploma compatible
Name and level of intermediate awards	
Awarding body/institution	University of Westminster
Teaching institution	University of Westminster
Status of awarding body/institution	Recognised Body
Location of delivery	Primary: Central London
Language of delivery and assessment	English
QAA subject benchmarking group(s)	N/A
Professional statutory or regulatory body	Prescribed by the Architects Registration Board and validated by the Royal Institute of British Architects.
Westminster course title, mode of attendance and standard length	PG Diploma Professional Practice in Architecture PT, Part-time evening only, September start - 1 year standard length
Valid for cohorts	From 2019/0

Admissions requirements

There are standard minimum entry requirements for all postgraduate courses. Students are advised to check the standard requirements for the most up-to-date information. For most courses a decision will be made on the basis of your application form alone. However, for some courses the selection process may include an interview to demonstrate your strengths in addition to any formal entry requirements. More information can be found here: <https://www.westminster.ac.uk/courses/postgraduate/how-to-apply>.

Aims of the programme

The Postgraduate Diploma Professional Practice in Architecture has been designed to prepare postgraduate Architectural students with exemption from the RIBA Parts 1 and 2 Examinations for the final RIBA Part 3 Examination.

Employment and further study opportunities

Today's organisations need graduates with both good degrees and skills relevant to the workplace, i.e. career/employability skills. The University of Westminster is committed to developing employable graduates by ensuring that:

- Career development skills are embedded in all courses
- Opportunities for part-time work, placements and work-related learning activities are widely available to students
- Staff continue to widen and strengthen the University's links with employers in all sectors, involving them in curriculum design and encouraging their participation in other aspects of the University's career education and guidance provision
- Staff are provided with up-to-date data on labour market trends and employers' requirements, which will inform the service delivered to students.

The Diploma in Professional Practice in Architecture is a professional qualification leading to registration as an Architect and professional membership. Students who have successfully completed the course have obtained senior positions in architectural practice, taken more responsibility in architectural practice and used the qualification to develop their own architectural practice and also work overseas. Former students have also developed a specialism in Construction Law.

The Diploma may also form a platform for continuing study in academia and research and may lead to study for an MPhil/PhD degree.

Learning outcomes

The Learning Outcomes for the Course are designed to meet the Professional Criteria for the Part 3 Examination (2010) held in common by the RIBA and the ARB. These are summarised under the following subject headings:

PC1 Professionalism
PC2 Clients, users and delivery of services
PC3 Legal framework and processes
PC4 Practice and Management
PC5 Building procurement

The Professional Criteria are detailed and comprehensive and are integrated into the learning outcomes of the four core modules.

Key transferable skills (KTS)

The Postgraduate Diploma in Professional Practice in Architecture is designed to lead to professional registration with the ARB and membership of the RIBA. As such the course concentrates on key professional skills. These are also transferable to a number of professional and managerial contexts and also build on the transferable skills acquired by students in their qualifying undergraduate and graduate architectural programmes.

What will you be expected to achieve?

Course learning outcomes

Learning outcomes are statements of what successful students have achieved as a result of learning.

These are threshold statements of achievement the learning outcomes broadly fall into four categories:

The overall knowledge and understanding you will gain from your course (KU)

Graduate attributes are characteristics that you will have developed during the duration of your course (GA)

Professional and personal practice learning outcomes are specific skills that you will be expected to have gained on successful completion of the course (PPP)

Cognitive Skills, are learning outcomes that help build conceptual understanding that is necessary to devise and sustain arguments, and/or to solve problems and comment on research.

Key transferable skills that you will be expected to have gained on successful completion of the course. (KTS)

Level 7 course learning outcomes: upon completion of Level 7 you will be able to:

- KNU1 Professionalism: The architect's obligation to society and the profession and demonstrate overall competence and the ability to behave with integrity, in the ethical and professional manner appropriate to the role of architect. (KU)
- KNU2 Clients, users and delivery of services: The range of services offered by architects and delivering those services in a manner prioritising the interests of the client and other stakeholders. Supported by knowledge of the briefing process, forms and terms of appointment, the means of professional remuneration, relevant legislation, and the execution of appropriate programmed and coordinated project tasks. (KU)
- KNU3 Legal framework and processes: The legal context within which an architect must operate, and the processes undertaken to ensure compliance with legal requirements or standards. Supported by knowledge of the relevant law, legislation, guidance and controls relevant to architectural design and construction. (KU)
- KNU4 Practice and management: The business priorities, required management processes and risks of running an architectural practice, and the relationship between the practice of architecture and the UK construction industry. Supported by knowledge of the nature of legal business entities, office systems, administration procedures and the relevant legislation. (KU)
- KNU5 Building procurement: UK construction and contract law, construction procurement processes and the roles of built environment professionals. Supported by an understanding of contractual relationships, the obligations upon an architect acting as contract administrator, job-related administrative systems and the management of projects in the context of the candidate's professional experience. (KU)
- SS1 Group working: As both leader and member in the workplace, enabling students to delegate and manage tasks and to negotiate and handle conflict effectively. (SS)
- SS2 Resources: Retrieving, prioritising and integrating relevant professional, legal and commercial sources of information. (SS)
- SS3 Reflective Practice: Demonstrating continuous personal development through structured self-evaluation. (SS)
- SS4 Management and Information: Competently undertaking tasks with minimum guidance and managing time. (SS)
- SS5 Autonomy: Working autonomously or with the minimum of guidance to investigate a range of subjects in depth and to reach a set of conclusions. (SS)
- SS6 Communication: Engaging competently in professional reporting verbally and in writing within an academic environment and to set standards. (SS)
- SS7 Problem-solving: Using creative and numerate skills to evaluate issues in a personal capacity and to make effective use of other professional resources when appropriate. (SS)

How will you learn?

Learning methods

The course is designed for students working in architectural practice and uses work-based learning as the core learning method.

Students are given reading lists for each module and introduced to the library and IT resources, including the University's VLE, Blackboard.

Students are guided in the lectures and on Blackboard towards a structured approach to self-directed learning, investigation and research of the core subject areas and encouraged by the course team, through both academic study and experience, to gain the necessary level of knowledge and understanding of the subjects covered in the lecture-based modules.

Students are also encouraged to learn from experience and to reflect on their professional development through completion of the RIBA Professional Experience and Development Record (PEDR) and the application of the key subject areas in the work-based Professional Case Study and Professional Development modules. Formal and informal feedback is given on the work-based modules by the course team at regular intervals throughout the year.

Teaching methods

1. *English Law, Regulations, Construction procurement and Contracts*: This module is delivered as a weekly lecture course by expert academic and practitioner lecturers.
2. *Architectural Practice Management*: This module is delivered as an intensive short lecture course by expert academic and practitioner lecturers.
3. *Professional Case Study*: This module combines a series of lectures with seminars and tutorials with the student's professional tutor who is an experienced academic architect or an experienced practitioner.
4. *Professional Development and Experience*: This module combines a series of lectures with seminars and tutorials with the student's professional tutor who is an experienced academic architect or an experienced practitioner.

Assessment methods

The specific assessment requirements are described in the module descriptors and the criteria for assessment are related to the overall expected standard of achievement.

1. *English Law, Regulations, Construction contracts and procurement (Level 7)*: 100% written 'Open Book' Examination.
2. *Architectural Practice Management (Level 7)*: 100% written 'Open Book' Examination.
3. *Professional Case Study (Level 7)*: 70% Coursework, 30% oral examination.
4. *Professional Development and Experience (Level 7)*: 50% Coursework; 50% Oral.

Course Structure

This section shows the core and option modules available as part of the course and their credit value. Full-time Postgraduate students study 180 credits per year. Additional free text information on the choices may also be included, for example where students must choose one of two modules.. Course structures can be subject to change each academic year following feedback from a variety of sources.

Modules

Level 7

Module Code	Module Title	Status	UK credit	ECTS
7ARCH003W	Architectural Practice Management	Core	20	10
7ARCH007W	English Law, Regulations, Construction Procurement and Contracts	Core	20	10
7ARCH013W	Professional Case Study	Core	60	30
7ARCH014W	Professional Development and Experience	Core	20	10

Please note: Not all option modules will necessarily be offered in any one year. In addition, timetabling and limited spaces may mean you cannot register for your first choice of option modules.

Professional body accreditation or other external references

ARB Prescription 2018; RIBA Validation 2017

Course management

Alastair Blyth, Course Leader, is responsible for the day-to-day running and overall management of the course and development of the curriculum and its delivery. Contact details: A.Blyth@westminster.ac.uk 020 3506 7329

Professor Harry Charrington, Head of School, holds overall responsibility for the course and other courses run by the School of Architecture + Cities within the College of Design, Creative and Digital Industries

Professor Jonathan Stockdale, Head of College, holds overall responsibility for the course and for other courses run by the College

RIBA Part 3 Course Administrator, Amanda Pawliszyn, is responsible for day-to-day administrative support for the course. A.Pawliszyn@westminster.ac.uk 020 3506 6838

Academic regulations

The current Handbook of Academic Regulations is available at [westminster.ac.uk/academic-regulations](https://www.westminster.ac.uk/academic-regulations).

Course specific regulations apply to some courses.

Academic Support

Upon arrival, an induction programme will introduce you to the staff responsible for the course, the campus on which you will be studying, the Library and IT facilities and additional support available. You will be provided with a Course Handbook, which provides detailed information about the course. Each course has a course leader or equivalent. All students enrolled on a full-time course and part-time students registered for more than 60 credits a year have a personal tutor, who provides advice and guidance on academic matters. The University utilises a Virtual Learning Environment called Blackboard, where students access their course materials and can communicate and collaborate with staff and other students. Further information on Blackboard can be found at <https://www.westminster.ac.uk/current-students/studies/your-student-journey/when-you-arrive/blackboard>

The Academic Learning Development Centre supports students in developing the skills required for higher education. In addition to online resources in Blackboard, students can also attend Study Skills workshops and schedule one-to-one appointments. Further information on the Academic Learning Development Centre can be found at [westminster.ac.uk/academic-learning-development](https://www.westminster.ac.uk/academic-learning-development).

Learning support includes our libraries, each of which holds a collection of resources related to the subjects taught at that site. Students can search the entire library collection online through the Library Search service to find and reserve printed books, and access electronic resources (databases, e-journals, e-books). Students can choose to study in the libraries, which have areas for silent and group study, desktop computers, laptops for loan, photocopying and printing services.

Support Services

The University of Westminster's Student and Academic Services department provides a range of advice and guidance. Further information on the advice available to students can be found at <https://www.westminster.ac.uk/student-advice>

The University of Westminster Students' Union also provides a range of facilities to support students during their time at the University. Further information on UWSU can be found at <https://www.westminster.ac.uk/students-union>

How do we ensure the quality of our courses and continuous improvement?

The course was initially approved by a University Validation Panel. University Panels normally include internal peers from the University, academic(s) from another university, a representative from industry and a Student Advisor.

The course is also monitored annually by the College to ensure it is running effectively and that any issues that might affect the student experience have been appropriately addressed. Staff will consider evidence from various sources, including student surveys, student progression and achievement, and reports from external examiners, to evaluate the effectiveness of the course and make necessary changes.

Periodic reviews are also conducted to ensure that the curriculum remains up-to-date and that the skills acquired on the course continue to be relevant to employers. Representative students meet with a panel to provide feedback on their experiences. Student feedback from previous years is also part of the evidence used to assess the course's performance.

How do we act on student feedback?

Student feedback is important to the University, and student views are taken seriously. Student feedback is collected in various ways.

- Through student engagement activities at the course and module level, students have the opportunity to express their voice in the running of their course. Course representatives are elected to expressly represent the views of their peers. The University and the Students' Union work together to provide a full induction to the role of the course representatives.
- There are also School Representatives appointed jointly by the University and the Students' Union who meet with senior School staff to discuss wider issues affecting student experience across the School. Student representatives are also represented on key College and University committees.;
- All students are invited to complete a questionnaire for each module. The feedback from this will inform the module leader on the effectiveness of the module and highlight areas that could be improved.
- Final-year undergraduate students will be asked to complete the National Student Survey, which helps inform the national university league tables. Postgraduate students will be asked to complete the Postgraduate Taught Survey (PTES).

This programme specification provides a concise summary of the main features of the course and the learning outcomes that a student may reasonably be expected to achieve and demonstrate if they take full advantage of the learning opportunities provided. This specification is supplemented by the Course Handbook, Module proforma and Module Handbooks provided to students. Copyright in this document belongs to the University of Westminster. All rights are reserved. This document is for personal use only and may not be reproduced or used for any other purpose, either in whole or in part, without the prior written consent of the University of Westminster. All copies of this document must incorporate this Copyright Notice – 2025©