

Part one: Programme Specification

Course record information for MSc Real Estate Development

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| Name and level of final award: | MSc Real Estate Development |
| Name and level of intermediate awards: | Postgraduate Diploma in Real Estate Development Postgraduate Certificate in Real Estate Development |
| Awarding body/institution: | University of Westminster |
| Status of awarding body/institution: | Recognised Body |
| Location of delivery: | Marylebone Campus 35 Marylebone Road London NW1 5LS |
| Language of delivery and assessment: | English |
| Course/programme leader: | Andrew Youens |
| Course URL: | |
| Mode and length of study: | 1 year Full time and part time (evening/afternoon) |
| University of Westminster course code: | |
| JACS code: | |
| UCAS code: | |
| QAA subject benchmarking group: | Not applicable |
| Professional body accreditation: | Royal Institution of Chartered Surveyors (RICS) |
| Date of course validation/review: | 2014 |
| Date of programme specification: | 2014-15 |

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Admissions requirements

Applicants will typically possess a minimum second-class honours degree in a cognate subject area (such as economics, construction, surveying, architecture, civil

engineering) and be in related employment in a professional or managerial capacity in a real estate related post. Alternatively, applicants may hold membership of a recognised real estate related professional body achieved through examinations and/or professional interview, together with experience in a professional or managerial capacity in a real estate-related post.

Exceptionally, consideration will be given to mature applicants who lack standard qualifications but have significant professional or managerial experience in a real estate-related post. Such applicants will be interviewed prior to admission and will be expected to demonstrate the commitment and intellectual capacity to study at postgraduate level.

In all cases, it is a requirement that applicants can speak, write and comprehend English fluently. Applicants whose mother-tongue is not English are normally required to provide evidence of English language competency equivalent to a score of at least 6.5 under the International English Language Testing System (IELTS) including a minimum of 6.0 in each component.

Aims of the course

Property Development is a well established area within the Real Estate industry and participants will be involved in projects of all sizes and levels of complexity¹. The real estate professional utilizes modern management skills, techniques, and systems to successfully deliver a project from inception to completion, to meet a client's requirements within the constraints of the external environment.

The MSc Real Estate Development is aimed at graduates who are already in property-related employment and who aspire to senior positions in the field of real estate development and Property Management. The programme aims to provide a challenging, stimulating and professionally relevant course of study which is directly related to the valuation, management and development of real property.

The design of the programme recognises the significant challenges of combining postgraduate-level study with full time professional employment. The programme aims to offer learners some degree of flexible access to the core content, whilst still providing the discipline and structure of regular attendance at the University.

Specifically, the programme aims to provide:

- A critical awareness of the importance of the financial implications of projects to clients and the context and constraints within which projects are undertaken.
- Knowledge and understanding of the theories, concepts, principles and techniques associated with property development and management.
- High level intellectual and practical skills required for the successful delivery of property projects from inception to completion.

- Experience in the planning and implementation of a personal research project related to real estate issues and the subsequent writing up of research findings in a dissertation.
- Opportunities for personal and professional development and enhancement of lifelong learning skills within a structured framework. The course will focus upon the skills required for a modern professional who wishes to be involved in the property development process, from the valuation , development and management side.

Employment and further study opportunities

The MSc Real Estate Development is aimed at graduates who are already in property related employment. The course has been designed to be professionally relevant and to produce Masters graduates who:

- are well rounded;
- can communicate with people at all levels;
- are adaptable;
- have inquiring minds;
- are critical thinkers;
- have good research skills;
- are innovative.

Thus, successful completion of the course should enhance graduates' career prospects and help them to achieve their aspirations of senior positions in the field of property development valuation and management. Accreditation of the course by the Royal Institution of Chartered Surveyors will enable graduates to pursue full professional membership of this body, and thereby further increase their qualifications and professional standing.

The attributes detailed above will also provide evidence of a commitment to lifelong learning and continuing professional development. Those wishing to continue their academic studies will have an excellent grounding for doctoral level research, or a career in academia.

The design of the course meets employers' expectations in terms of Masters graduates who have well developed intellectual skills and highly relevant professional knowledge and skills.

Learning outcomes

Learning outcomes are statements on what successful students have achieved as the result of learning. These threshold statements of achievement and are linked to the knowledge, understanding and skills that a student will have gained on successfully completing a course.

Knowledge and understanding

On completion of the MSc Real Estate Development the learner is expected to:

Have a critical awareness of the context within which real estate projects are undertaken, with particular reference to the economic, financial, corporate and regulatory constraints.

Have a critical awareness of the strategic importance of real estate projects to client organisations and the positive contribution that it can make in this context.

Have an in-depth and systematic understanding of the theories, concepts and principles which underpin effective real estate development and management.

Have a comprehensive understanding of the techniques associated with real estate development, property management, and risk.

Have a critical awareness of the concepts of corporate governance, ethics and sustainability as appropriate to a property manager operating in the real estate industry.

Specific skills

On completion of the MSc Real Estate Development the learner is expected to be able to:

Break down complex project management problems, identify the relationship between the constituent parts, and effectively communicate the outcome. (Analysis)

Combine information and ideas from a variety of traditional, contemporary and cutting-edge sources to develop innovative solutions to real estate problems. (Synthesis)

Critically evaluate evidence from both academic research and professional practice and demonstrate reasoning in the construction of arguments. (Evaluation)

Utilise management skills, techniques, and systems to successfully value, and manage real estate projects from inception to completion, whilst meeting the requirements of the client within the constraints of the external environment. (Technical expertise)

Demonstrate initiative in the decision-making and problem-solving processes associated with complex and unpredictable situations typically encountered on real estate projects. (Application)

Demonstrate independence of thought and personal responsibility in the exercise of real estate professional and management skills. (Autonomy)

Key transferable skills

On completion of the MSc Real Estate Development the learner is expected to be able to:

Communicate complex academic and professional ideas and concepts in written, graphical and oral formats as appropriate. Convey information clearly and succinctly to specialist and non-specialist audiences.

Work effectively in a group, either as a leader or a group member. Use interpersonal skills to negotiate and prioritise group tasks, making optimum use of the capacities of group members. Deal confidently with tensions and conflict.

Make use of a wide range of information sources and learning resources, including traditional library resources, web-based resources, software, electronic media and audio-visual resources. Manage the retrieval and organisation of information efficiently and effectively.

Articulate research problems and design and implement appropriate research methodologies. Undertake the research process independently and competently.

Take full responsibility for their own learning as independent and self-critical learners. Reflect on their academic and professional practice and demonstrate commitment to personal and professional development and the concept of lifelong learning.

Learning, teaching and assessment methods

Learning & Teaching

Web-based technology is exploited to some degree to ensure that students have flexible access to course materials and can interact with other students and with staff. The University's virtual learning environment (VLE), known as Blackboard, is the main platform through which students have access to course resources. Blackboard acts both as a repository for course materials and a gateway to various means of electronic interaction. The core material which forms the 'knowledge base' for the modules will be available electronically. This may take the form of electronic documents stored on Blackboard, and online lectures, including video lectures and presentations with voiceovers.

Students have access to a vast range of electronic resources via the University's library search engine. This enables students to access e-books, e-journals and a multitude of online databases from any location. Web 2.0 technologies such as blogs, wikis, podcasts, are also exploited to enable students to feel connected to the course without having to be physically present at the University.

In the enquiry-based learning approach students actively engage with complex scenarios which are open-ended and allow a variety of responses or solutions. Students determine the lines of enquiry and the methods employed, and the enquiry requires students to draw on existing knowledge and identify their required learning needs.

Assessment

Assessment for the course is based primarily on coursework. In some modules tests are used to confirm knowledge and understanding of core concepts. In modules where enquiry-based learning is used, the scenarios adopted will provide the vehicles for the coursework. For the dissertation module, the assessment is based on an individual piece of research conducted by the student and culminating in the submission of a dissertation.

In broad terms, the assessment strategies adopted on the course will require students to provide evidence of the following:

- Analysis – have key concepts been understood and the relationship between them articulated?
- Integration of theory and practice – has evidence from both academic research and professional practice been effectively related to each other, and have theoretical concepts been appropriately applied to practical situations?
- Critical thinking – has information been used in a critical way rather than simply reproduced and accepted as fact?

Course structure

This section shows the core and option modules available as part of the course and their credit value.

| Module diet; MSc Real Estate Development | |
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| 1 | Law for Property Professionals (APR0701) 20 credits |
| 2 | Space Strategies; Law and Practice (APR0709) 20 credits |
| 3 | Project Implementation Process (PIP) (APR0704) 20 credits |
| 4 | Financial Finance and Asset Management (APR0706) 20 credits |
| 5 | Site Assembly and Development (APR0707) 20 credits |
| 6 | Development Finance and Funding (APR0708) 20 credits |
| 7 | Dissertation (APR0710) 40 credits |

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| 8 | <p>Option; one from</p> <p>Property Finance; Lending and Risk Strategies (APR0705) 20 credits</p> <p>Landlord and Tenant (APR0703) 20 credits</p> <p>Valuation and Law 20 credits (new module- code to be given)</p> <p>Risk Management for Projects 20 credits (ACSS709)</p> |
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One option module to be taken.

Please note: Not all option modules will necessarily be offered in any one year.

Academic regulations

The MSc Real Estate Development and its intermediate awards operate in accordance with the University's Academic Regulations and the Framework for Higher Education Qualifications in England, Wales and Northern Ireland published by the Quality Assurance Agency for Higher Education (QAA) in 2008.

All students should make sure that they access a copy of the current edition of the general University handbook called Essential Westminster, which is available at westminster.ac.uk/essential-westminster. The following regulations should be read in conjunction with the *Modular Framework for Postgraduate Courses* and relevant sections of the current *Handbook of Academic Regulations*, which is available at westminster.ac.uk/academic-regulations.

Award

To qualify for the award of MSc Real Estate Development a student must:

- obtain a minimum of 180 credits at Level 7;
 - attempt modules worth no more than 240 credits (see section 18.29 and 18.37);
- Note: A first attempt of any module will count as an attempt, and a re-attempt of any module that a student has failed will count as a further, separate attempt. Re- assessment following referral at the first sit will not count as a further separate attempt.
- Satisfy the requirements contained within any course specific regulations for the relevant Course Scheme.
 - The University may award a Masters Degree with Merit to a student whose marks average at least 60% across modules at Level 7 or a distinction to a student whose marks average at least 70% across the modules at level 7.

An intermediate award of a Postgraduate Certificate (normally 60 UK credits at level 7) or a Postgraduate Diploma (normally 120 UK credits at level 7) is available for students who are unable to complete the course. These awards must include [Financial Finance](#) and Asset Management APRO706.

Support for students

Upon arrival, an induction programme will introduce students to the staff responsible for the course, the campus on which they will be studying, the Library and IT facilities and to the Faculty Registry. Students will be provided with the Course Handbook, which provides detailed information about the course. Students are allocated a personal tutor who can provide advice and guidance on academic matters.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at their ~~School~~Faculty. 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. They can also choose from several computer rooms at each campus where desktop computers are available with the general and specialist software that supports the courses taught at their Faculty. Students can also securely connect their own laptops and mobile devices to the University wireless network.

The University uses a Virtual Learning Environment called Blackboard where students access their course materials, and can communicate and collaborate with staff and other students.

[Student Affairs provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers and the chaplaincy providing multi-faith guidance. The Student Affairs Hub is located at 101 New Cavendish Street, Cavendish House \(1st Floor\), with an additional office located at the Harrow Campus.](#)

<http://www.westminster.ac.uk/study/new-students/when-you-arrive>

[The University of Westminster Students' Union also provides a range of facilities to support all students during their time at the University. <http://www.uwsu.com/>](#)

~~At University level, Services for Students provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers and the chaplaincy providing multi-faith guidance. The International Office provides particular support for international students. The University of Westminster Students' Union also provides a range of facilities to support all students during their time at the University.~~

Language support for overseas students

Pre-sessional English courses are offered at the University of Westminster that will help students develop the language and study skills necessary for academic life on your full-time postgraduate course.

It will help students to increase their confidence and ability to communicate effectively in academic English, improve performance in all four language skills within the context of the course (reading, writing, listening and speaking), and develop independence as learners as well as critical and analytical skills, which are key to succeeding at university in the UK.

The course will also help introduce students to the services of the University and to central London in order to help settle into this new environment.

The University also offer help to overseas students who are looking to achieve an IELTS score of 6.5.

Reference points for the course

Internally

The course aligns well with the objectives of the University of Westminster's Strategic Development Plan. The course is targeted at practising professionals, and therefore contributes to the achievement of the University's vision of being "an acknowledged leader in the development and dissemination of knowledge for professional life". The course is fully aligned with the University's Learning, Teaching & Assessment Strategy, and with the Technology-Enhanced Learning Strategy.

The course also makes a significant contribution to the plans of the Faculty of Architecture and the Built Environment. The Faculty is committed to delivering courses relevant to the built environment professions and industry. The course draws on the expertise available within the Faculty.

Externally

The course is consistent with the Masters level descriptors set out in "The Framework for Higher Education Qualifications in England, Wales and Northern Ireland" (2008).

Professional body accreditation

The course is accredited by the Royal Institution of Chartered Surveyors.

Quality management and enhancement

Course management

The MSc Real Estate Development course is managed by the Postgraduate Property Programme Leader. The Postgraduate Property Programme is located within the Department of Property & Construction, one of three departments in the Faculty of Architecture and the Built Environment. The Programme Leader reports to the Head of Department, who in turn reports to the Dean of Faculty.

Course approval, monitoring and review

The course was initially approved by a University Validation Panel in 2007. The panel included internal peers from the University and external subject specialists from academia and industry to ensure the comparability of the course to those offered in other universities and the relevance to employers. Periodic course review helps to

ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers.

The course is monitored each year by the Faculty to ensure it is running effectively and that issues which might affect the student experience have been appropriately addressed. Staff will consider evidence about the course, including the outcomes from each Course Committee, evidence of student progression and achievement and the reports from external examiners, to evaluate the effectiveness of the course. The Annual Monitoring Sub-Committee considers the Faculty action plans resulting from this process and the outcomes are reported to the Academic Council, which has overall responsibility for the maintenance of quality and standards in the University.

Student involvement in Quality Assurance and Enhancement

Student feedback is important to the University and student views are taken seriously. Student feedback is gathered in a variety of ways. The most formal mechanism for feedback on the course is the Course Committee. Student representatives will be elected to sit on the Committee to represent the views of their peer group in various discussions. The University and the Students' Union work together to provide a full induction to the role of the Course Committee.

All students are invited to complete a Module Feedback Questionnaire before the end of each module. The feedback from this will inform the module leader on the effectiveness of the module and highlight areas that could be enhanced. The University also has an annual Student Experience Survey which elicits feedback from students about their course and University experience.

Students meet with review panels when the periodic review of the course is conducted to provide oral feedback on their experience on the course. Student feedback from course committees is part of the Faculty's' quality assurance evidence base.

Course record information for MSc Facilities and Property Management

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| Name and level of final award: | MSc Facilities and Property Management |
| Name and level of intermediate awards: | Postgraduate Diploma in Facilities and Property Management Postgraduate Certificate in Facilities and Property Management |
| Awarding body/institution: | University of Westminster |
| Status of awarding body/institution: | Recognised Body |
| Location of delivery: | Marylebone Campus 35 Marylebone Road London NW1 5LS |
| Language of delivery and assessment: | English |
| Course/programme leader: | Andrew Youens |
| Course URL: | |
| Mode and length of study: | 1 year full time and part time; afternoon and evening. |
| University of Westminster course code: | |
| JACS code: | |

UCAS code:

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|-----------------------------------|---|
| QAA subject benchmarking group: | Not applicable (The benchmark statement for Construction, Property & Surveying (2008) refers only to 'bachelor's degree with honours'). |
| Professional body accreditation: | Royal Institution of Chartered Surveyors (RICS) |
| Date of course validation/review: | 2014 |
| Date of programme specification: | 2014-15 |

Admissions requirements

Applicants will typically possess a minimum second-class honours degree in a cognate subject area (such as facilities management, construction, surveying, architecture, civil engineering) and be in related employment in a professional or managerial capacity in a property-related post. Alternatively, applicants may hold membership of a recognised construction-related professional body achieved through examinations and/or professional interview, together with experience in a professional or managerial capacity in a property-related post.

Exceptionally, consideration will be given to mature applicants who lack standard qualifications but have significant professional or managerial experience in a property-related post. Such applicants will be interviewed prior to admission and will be expected to demonstrate the commitment and intellectual capacity to study at postgraduate level.

In all cases, it is a requirement that applicants can speak, write and comprehend English fluently. Applicants whose mother-tongue is not English are normally required to provide evidence of English language competency equivalent to a score of at least 6.5 under the International English Language Testing System (IELTS) including a minimum of 6.0 in each component.

Aims of the course

Facilities and Property Management has emerged as a distinct professional discipline in recent years, focusing on the management of the interior and exterior of a wide range of properties in the built environment.

The MSc Facilities and Property Management is aimed at graduates who are already in Property Management-related employment and who aspire to senior positions as commercial managers or in similar roles. The programme aims to provide a challenging, stimulating and professionally relevant course of study which is directly related to property and facilities management within the built environment.

The design of the programme recognises the significant challenges of combining postgraduate-level study with full time professional employment awareness where students take the part-time option. Specifically, the programme aims to provide:

- A critical awareness of the importance of facilities and property management to clients and the context and constraints within which this occurs.
- Knowledge and understanding of the theories, concepts, principles and techniques associated with facilities and property management.
- High level intellectual and practical skills required for the successful maintenance and financial management of a wide range of properties.
- Experience in the planning and implementation of a personal research project related to real estate management and the subsequent writing up of research findings in a dissertation.

Opportunities for personal and professional development and enhancement of lifelong learning skills within a structured framework.

Employment and further study opportunities

The MSc Facilities and Property Management is aimed at graduates who are already in property-related employment. The course has been designed to be professionally relevant and to produce Masters graduates who:

- are well rounded;
- can communicate with people at all levels;
- are adaptable;
- have inquiring minds;
- are critical thinkers;
- have good research skills;
- are innovative.

Thus, successful completion of the course should enhance graduates' career prospects and help them to achieve their aspirations of senior positions in the field of commercial management. Accreditation of the course by the Royal Institution of Chartered Surveyors enables graduates to pursue full professional membership of this body, and thereby further increase their qualifications and professional standing.

The attributes detailed above will also provide evidence of a commitment to lifelong learning and continuing professional development. Those wishing to continue their academic studies will have an excellent grounding for doctoral level research, or a career in academia.

The design of the course meets employers' expectations in terms of Masters graduates who have well developed intellectual skills and highly relevant professional knowledge and skills.

Learning outcomes

Learning outcomes are statements on what successful students have achieved as the result of learning. These threshold statements of achievement and are linked to the knowledge, understanding and skills that a student will have gained on successfully

completing a course.

Knowledge and understanding

On completion of the MSc Facilities and Property Management the learner is expected to:

Have a critical awareness of the context within which facilities and Property Management occurs, with particular reference to the economic, financial, corporate, legal and regulatory constraints.

Have a critical awareness of the strategic importance of Property Management to client organisations and the positive contribution that it can make in this context.

Have an in-depth and systematic understanding of the theories, concepts and principles which underpin effective facilities and Property Management.

Have a comprehensive understanding of the techniques associated with procurement, property management, the control of project finances, contract law, value management and the management of risk.

Have a critical awareness of the concepts of corporate governance, ethics and sustainability as appropriate to a property manager operating in the real estate industry.

Specific skills

On completion of the MSc Facilities and Property Management the learner is expected to be able to:

Break down complex commercial property management problems, identify the relationship between the constituent parts, and effectively communicate the outcome. (Analysis)

Combine information and ideas from a variety of traditional, contemporary and cutting-edge sources to develop innovative solutions to property management problems. (Synthesis)

Critically evaluate evidence from both academic research and professional practice and demonstrate reasoning in the construction of arguments. (Evaluation)

Utilise management skills, techniques, and systems to successfully undertake the procurement of services in a property management context within the constraints of the external environment. (Technical expertise)

Demonstrate initiative in the decision-making and problem-solving processes associated with complex and unpredictable situations typically encountered in Property Management. (Application)

Demonstrate independence of thought and personal responsibility in the exercise of property management skills. (Autonomy)

Key transferable skills

On completion of the MSc Facilities and Property Management the learner is expected to be able to:

Communicate complex academic and professional ideas and concepts in written, graphical and oral formats as appropriate. Convey information clearly and succinctly to specialist and non-specialist audiences.

Work effectively in a group, either as a leader or a group member. Use interpersonal skills to negotiate and prioritise group tasks, making optimum use of the capacities of group members. Deal confidently with tensions and conflict.

Make use of a wide range of information sources and learning resources, including traditional library resources, web-based resources, software, electronic media and audio-visual resources. Manage the retrieval and organisation of information efficiently and effectively.

Articulate research problems and design and implement appropriate research methodologies. Undertake the research process independently and competently.

Take full responsibility for their own learning as independent and self-critical learners. Reflect on their academic and professional practice and demonstrate commitment to personal and professional development and the concept of lifelong learning.

Learning, teaching and assessment methods

The approach to teaching, will be through lectures, seminars and tutorials and projects.

Learning & Teaching

Web-based technology is exploited to some degree to ensure that students have flexible access to course materials and can interact with other students and with staff. The University's virtual learning environment (VLE), known as Blackboard, is the main platform through which students have access to course resources. Blackboard acts both as a repository for course materials and a gateway to various means of electronic interaction. This may take the form of electronic documents stored on Blackboard, and online lectures, including video lectures and presentations with voiceovers.

Students have access to a vast range of electronic resources via the University's library search engine. This enables students to access e-books, e-journals and a multitude of online databases from any location. Web 2.0 technologies such as blogs, wikis, podcasts, are also exploited to enable students to feel connected to the course without having to be physically present at the University.

In the enquiry-based learning approach students actively engage with complex scenarios which are open-ended and allow a variety of responses or solutions. Students determine the lines of enquiry and the methods employed, and the enquiry requires students to draw on existing knowledge and identify their required learning needs.

Students work collaboratively and use the extensive resources available to them to research the problems presented in the scenario. It is up to students to identify the key issues and the questions which need to be asked.

The scenarios are carefully designed so that there is no single correct answer and indeed, many alternative responses may be acceptable. Students gain a much deeper understanding of the material through their interaction with the scenario, and the knowledge they gain is more likely to be retained because it has been acquired by experience. Furthermore, their high level intellectual skills such as analysis, synthesis and evaluation are developed, as are the skills they need to tackle complex problems in real life.

Assessment

Assessment for the course is based primarily on coursework. In some modules tests are used to confirm knowledge and understanding of core concepts. In modules where enquiry-based learning is used, the scenarios adopted will provide the vehicles for the coursework. For the dissertation module, the assessment is based on an individual piece of research conducted by the student and culminating in the submission of a dissertation.

In broad terms, the assessment strategies adopted on the course will require students to provide evidence of the following:

- Analysis – have key concepts been understood and the relationship between them articulated?
- Integration of theory and practice – has evidence from both academic research and professional practice been effectively related to each other, and have theoretical concepts been appropriately applied to practical situations?
- Critical thinking – has information been used in a critical way rather than simply reproduced and accepted as fact?

Course structure

This section shows the core and option modules available as part of the course and their credit value.

Module diet; MSc Facilities and Property Management

Law for Property Professionals (APR0701) 20 credits

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|---|
| Space Strategies; Law and Practice (APR0709) 20 credits |
| Facilities Management; Strategy and Practice (APR0700) 20 credits |
| Financial Finance and Asset Management (APR0706) 20 credits |
| Landlord and Tenant (APR0703) 20 credits |
| Building Fabric and Services Management (4FCM7A2) 20 credits |
| Dissertation (APR0710) 40 credits |
| Option; one from |
| Property Finance; Lending and Risk Strategies (APR0705) 20 credits |
| Site Assembly and Development (APR0707) |
| Project Implementation Process (PIP) (APR0704) |
| Valuation and Law 20 credits (new module- code to be given) |
| Risk Management for Projects 20 credits (ACSS709) |

One option module to be taken.

Please note: Not all option modules will necessarily be offered in any one year.

Academic regulations

The MSc Facilities and Property Management and its intermediate awards operate in accordance with the University's Academic Regulations and the Framework for Higher Education Qualifications in England, Wales and Northern Ireland published by the Quality Assurance Agency for Higher Education (QAA) in 2008.

All students should make sure that they access a copy of the current edition of the general University handbook called Essential Westminster, which is available at westminster.ac.uk/essential-westminster. The following regulations should be read in conjunction with the *Modular Framework for Postgraduate Courses* and relevant sections of the current *Handbook of Academic Regulations*, which is available at westminster.ac.uk/academic-regulations.

Award

To qualify for the award of MSc Facilities and Property Management a student must:

- obtain a minimum of 180 credits at Level 7;
- attempt modules worth no more than 240 credits (see section 18.29 and 18.37);

Note: A first attempt of any module will count as an attempt, and a re-attempt of any module that a student has failed will count as a further, separate attempt.

Re- assessment following referral at the first sit will not count as a further separate attempt.

- satisfied the requirements contained within any course specific regulations for the relevant Course Scheme.
- The University may award a Masters Degree with Merit to a student whose marks average at least 60% across modules at Level 7 or a distinction to a student whose marks average at least 70% across the modules at level 7.

An intermediate award of a Postgraduate Certificate (normally 60 UK credits at level 7) or a Postgraduate Diploma (normally 120 UK credits at level 7) is available for students who are unable to complete the course. These awards must include the module Facilities Management; Strategy and Practice APRO700

Support for students

Upon arrival, an induction programme will introduce students to the staff responsible for the course, the campus on which they will be studying, the Library and IT facilities and to the Faculty Registry. Students will be provided with the Course Handbook, which provides detailed information about the course. Students are allocated a personal tutor who can provide advice and guidance on academic matters.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at their Faculty. 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. They can also choose from several computer rooms at each campus where desktop computers are available with the general and specialist software that supports the courses taught at their Faculty. Students can also securely connect their own laptops and mobile devices to the University wireless network.

The University uses a Virtual Learning Environment called Blackboard where students access their course materials, and can communicate and collaborate with staff and other students.

[Student Affairs provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers and the chaplaincy providing multi-faith guidance. The Student Affairs Hub is located at 101 New Cavendish Street, Cavendish House \(1st Floor\), with an additional office located at the Harrow Campus.](#)

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Language support for overseas students

Pre-sessional English courses are offered at the University of Westminster that will help students develop the language and study skills necessary for academic life on your full-time postgraduate course.

It will help students to increase their confidence and ability to communicate effectively in academic English, improve performance in all four language skills within the context of the course (reading, writing, listening and speaking), and develop independence as learners as well as critical and analytical skills, which are key to succeeding at university in the UK.

The course will also help introduce students to the services of the University and to central London in order to help settle into this new environment.

The University also offer help to overseas students who are looking to achieve an IELTS score of 6.5.

Reference points for the course

Internally

The course aligns well with the objectives of the University of Westminster's Strategic Development Plan. The course is targeted at practising professionals, and therefore contributes to the achievement of the University's vision of being "an acknowledged leader in the development and dissemination of knowledge for professional life". The course is fully aligned with the University's Learning, Teaching & Assessment Strategy, and with the Technology-Enhanced Learning Strategy.

The course also makes a significant contribution to the plans of the Faculty of Architecture and the Built Environment. The Faculty is committed to delivering courses relevant to the built environment professions and industry. The course draws on the expertise available within the Faculty.

Externally

The course is consistent with the Masters level descriptors set out in "The Framework for Higher Education Qualifications in England, Wales and Northern Ireland" (2008).

Professional body accreditation

The course is accredited by the Royal Institution of Chartered Surveyors.

Quality management and enhancement

Course management

The MSc Facilities and Property Management course is managed by the Postgraduate Property Programme Leader. The Postgraduate Property Programme is located within the Department of Property & Construction, one of three departments in the Faculty of Architecture and the Built Environment. The

Programme Leader reports to the Head of Department, who in turn reports to the Dean of Faculty.

Course approval, monitoring and review

The course was initially approved by a University Validation Panel in 2007. The panel included internal peers from the University and external subject specialists from academia and industry to ensure the comparability of the course to those offered in other universities and the relevance to employers. Periodic course review helps to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers.

The course is monitored each year by the Faculty to ensure it is running effectively and that issues which might affect the student experience have been appropriately addressed. Staff will consider evidence about the course, including the outcomes from each Course Committee, evidence of student progression and achievement and the reports from external examiners, to evaluate the effectiveness of the course. The Annual Monitoring Sub-Committee considers the Faculty action plans resulting from this process and the outcomes are reported to the Academic Council, which has overall responsibility for the maintenance of quality and standards in the University.

Student involvement in Quality Assurance and Enhancement

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Students meet with review panels when the periodic review of the course is conducted to provide oral feedback on their experience on the course. Student feedback from course committees is part of the Faculty's' quality assurance evidence base.

Course record information for MSc Property Finance

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| Name and level of final award: | MSc Property Finance |
| Name and level of intermediate awards: | Postgraduate Diploma in Property Finance Postgraduate Certificate in Property Finance |
| Awarding body/institution: | University of Westminster |
| Status of awarding body/institution: | Recognised Body |

| | |
|--|---|
| Location of delivery: | Marylebone Campus 35 Marylebone Road London NW1 5LS |
| Language of delivery and assessment: | English |
| Course/programme leader: | Andrew Youens |
| Course URL: | |
| Mode and length of study: | 1 year Full time and part time; afternoon and evening. |
| University of Westminster course code: | |
| JACS code: | |
| UCAS code: | |
| QAA subject benchmarking group: | Not applicable (The benchmark statement for Construction, Property & Surveying (2008) refers only to 'bachelor's degree with honours'). |
| Professional body accreditation: | Royal Institution of Chartered Surveyors (RICS) |
| Date of course validation/review: | 2014 |
| Date of programme specification: | 2014-15 |

Admissions requirements

Applicants will typically possess a minimum second-class honours degree in a cognate subject area (such as finance, economics, construction, surveying, architecture, civil engineering) and be in related employment in a professional or managerial capacity in a property-related post. Alternatively, applicants may hold membership of a recognised construction-related professional body achieved through examinations and/or professional interview, together with experience in a professional or managerial capacity in a property-related post.

Exceptionally, consideration will be given to mature applicants who lack standard qualifications but have significant professional or managerial experience in a property-related post. Such applicants will be interviewed prior to admission and will be expected to demonstrate the commitment and intellectual capacity to study at postgraduate level.

In all cases, it is a requirement that applicants can speak, write and comprehend English fluently. Applicants whose mother-tongue is not English are normally required to provide evidence of English language competency equivalent to a score

of at least 6.5 under the International English Language Testing System (IELTS) including a minimum of 6.0 in each component.

Aims of the course

Property Finance has emerged as a distinct professional discipline in recent years, focusing on the financial aspects and property development for a wide range of properties in the built environment.

The MSc Property Finance is aimed at graduates who are already in real estate-related employment and who aspire to senior positions as finance specialist in property development or investment. The programme aims to provide a challenging, stimulating and professionally relevant course of study which is directly related to property development and investment within the built environment.

The design of the programme recognises the significant challenges of combining postgraduate-level study with full time professional employment awareness where students take the part-time option. Specifically, the programme aims to provide:

- A critical awareness of the importance of Property Finance to clients and the context and constraints within which this occurs.
- Knowledge and understanding of the theories, concepts, principles and techniques associated with Property Finance.
- High level intellectual and practical skills required for the successful maintenance and financial management of a wide range of properties.
- Experience in the planning and implementation of a personal research project related to real estate management and Property Finance and the subsequent writing up of research findings in a dissertation.

Opportunities for personal and professional development and enhancement of lifelong learning skills within a structured framework.

Employment and further study opportunities

The MSc Property Finance is aimed at graduates who are already in property-related employment. The course has been designed to be professionally relevant and to produce Masters graduates who:

- are well rounded;
- can communicate with people at all levels;
- are adaptable;
- have inquiring minds;
- are critical thinkers;
- have good research skills;
- are innovative.

Thus, successful completion of the course should enhance graduates' career prospects and help them to achieve their aspirations of senior positions in the field of real estate. Accreditation of the course by the Royal Institution of Chartered

Surveyors enables graduates to pursue full professional membership of this body, and thereby further increase their qualifications and professional standing.

The attributes detailed above will also provide evidence of a commitment to lifelong learning and continuing professional development. Those wishing to continue their academic studies will have an excellent grounding for doctoral level research, or a career in academia.

The design of the course meets employers' expectations in terms of Masters graduates who have well developed intellectual skills and highly relevant professional knowledge and skills.

Learning outcomes

Learning outcomes are statements on what successful students have achieved as the result of learning. These threshold statements of achievement and are linked to the knowledge, understanding and skills that a student will have gained on successfully completing a course.

Knowledge and understanding

On completion of the MSc Property Finance the learner is expected to:

Have a critical awareness of the context within which the need for Property Finance occurs, with particular reference to the economic, financial, corporate, legal and regulatory constraints.

Have a critical awareness of the strategic importance of Property Finance to client organisations and the positive contribution that it can make in this context.

Have an in-depth and systematic understanding of the theories, concepts and principles which underpin effective Property Finance decisions.

Have a comprehensive understanding of the techniques associated with procurement, property management, the control of project finances, contract law, value management and the management of risk.

Have a critical awareness of the concepts of corporate governance, ethics and sustainability as appropriate to a property manager operating in the real estate industry.

Specific skills

On completion of the MSc Property Finance the learner is expected to be able to:

Break down complex commercial property finance problems, identify the relationship between the constituent parts, and effectively communicate the outcome. (Analysis)

Combine information and ideas from a variety of traditional, contemporary and cutting-edge sources to develop innovative solutions to Property Finance problems. (Synthesis)

Critically evaluate evidence from both academic research and professional practice and demonstrate reasoning in the construction of arguments. (Evaluation)

Utilise management skills, techniques, and systems to successfully evaluate and control financial problems within the constraints of the external environment. (Technical expertise)

Demonstrate initiative in the decision-making and problem-solving processes associated with complex and unpredictable situations typically encountered in Property Finance. (Application)

Demonstrate independence of thought and personal responsibility in the exercise of Property Finance skills. (Autonomy)

Key transferable skills

On completion of the MSc Property Finance the learner is expected to be able to:

Communicate complex academic and professional ideas and concepts in written, graphical and oral formats as appropriate. Convey information clearly and succinctly to specialist and non-specialist audiences.

Work effectively in a group, either as a leader or a group member. Use interpersonal skills to negotiate and prioritise group tasks, making optimum use of the capacities of group members. Deal confidently with tensions and conflict.

Make use of a wide range of information sources and learning resources, including traditional library resources, web-based resources, software, electronic media and audio-visual resources. Manage the retrieval and organisation of information efficiently and effectively.

Articulate research problems and design and implement appropriate research methodologies. Undertake the research process independently and competently.

Take full responsibility for their own learning as independent and self-critical learners. Reflect on their academic and professional practice and demonstrate commitment to personal and professional development and the concept of lifelong learning.

Learning, teaching and assessment methods

The approach to teaching, will be through lectures, seminars and tutorials and projects.

Learning & Teaching

Web-based technology is exploited to some degree to ensure that students have flexible access to course materials and can interact with other students and with staff. The University's virtual learning environment (VLE), known as Blackboard, is the main platform through which students have access to course resources. Blackboard acts both as a repository for course materials and a gateway to various means of electronic interaction. This may take the form of electronic documents stored on Blackboard, and online lectures, including video lectures and presentations with voiceovers.

Students have access to a vast range of electronic resources via the University's library search engine. This enables students to access e-books, e-journals and a multitude of online databases from any location. Web 2.0 technologies such as blogs, wikis, podcasts, are also exploited to enable students to feel connected to the course without having to be physically present at the University.

In the enquiry-based learning approach students actively engage with complex scenarios which are open-ended and allow a variety of responses or solutions. Students determine the lines of enquiry and the methods employed, and the enquiry requires students to draw on existing knowledge and identify their required learning needs.

Students work collaboratively and use the extensive resources available to them to research the problems presented in the scenario. It is up to students to identify the key issues and the questions which need to be asked.

The scenarios are carefully designed so that there is no single correct answer and indeed, many alternative responses may be acceptable. Students gain a much deeper understanding of the material through their interaction with the scenario, and the knowledge they gain is more likely to be retained because it has been acquired by experience. Furthermore, their high level intellectual skills such as analysis, synthesis and evaluation are developed, as are the skills they need to tackle complex problems in real life.

Assessment

Assessment for the course is based primarily on coursework. In some modules tests are used to confirm knowledge and understanding of core concepts. In modules where enquiry-based learning is used, the scenarios adopted will provide the vehicles for the coursework. For the dissertation module, the assessment is based on an individual piece of research conducted by the student and culminating in the submission of a dissertation.

In broad terms, the assessment strategies adopted on the course will require students to provide evidence of the following:

- Analysis – have key concepts been understood and the relationship between them articulated?
- Integration of theory and practice – has evidence from both academic research and professional practice been effectively related to each other, and have theoretical concepts been appropriately applied to practical situations?
- Critical thinking – has information been used in a critical way rather than simply reproduced and accepted as fact?

Course structure

This section shows the core and option modules available as part of the course and their credit value.

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| Module diet; MSc Property Finance |
| Law for Property Professionals (APR0701) 20 credits |
| Property Finance; Lending and Risk (APR0705) 20 credits |
| Property Finance; Policy and Practice (APR0711) 40 credits |
| Financial Finance and Asset Management (APR0706) 20 credits |
| Site Assembly and Development (APR0707) 20 credits |
| Dissertation (APR0710) 40 credits |
| Option; one from |
| Development Finance and Funding (APR0708) |
| Project Implementation Process (PIP) (APR0704) Landlord and Tenant (APR0703) 20 credits |
| Valuation and Law 20 credits (new module- code to be given) |
| Risk Management for Projects 20 credits (ACSS709) |

One option module to be taken.

Please note: Not all option modules will necessarily be offered in any one year.

Academic regulations

The MSc Property Finance and its intermediate awards operate in accordance with the University's Academic Regulations and the Framework for Higher Education

Qualifications in England, Wales and Northern Ireland published by the Quality Assurance Agency for Higher Education (QAA) in 2008.

All students should make sure that they access a copy of the current edition of the general University handbook called Essential Westminster, which is available at westminster.ac.uk/essential-westminster. The following regulations should be read in conjunction with the *Modular Framework for Postgraduate Courses* and relevant sections of the current *Handbook of Academic Regulations*, which is available at westminster.ac.uk/academic-regulations.

Award

To qualify for the award of MSc Property Finance a student must:

- obtain a minimum of 180 credits at Level 7;
 - attempt modules worth no more than 240 credits (see section 18.29 and 18.37);
- Note: A first attempt of any module will count as an attempt, and a re-attempt of any module that a student has failed will count as a further, separate attempt. Re- assessment following referral at the first sit will not count as a further separate attempt.
- satisfied the requirements contained within any course specific regulations for the relevant Course Scheme.
 - The University may award a Masters Degree with Merit to a student whose marks average at least 60% across modules at Level 7 or a distinction to a student whose marks average at least 70% across the modules at level 7.

An intermediate award of a Postgraduate Certificate (normally 60 UK credits at level 7) or a Postgraduate Diploma (normally 120 UK credits at level 7) is available for students who are unable to complete the course. These awards must include the module Property Finance; Lending and Risk APR0705

Support for students

Upon arrival, an induction programme will introduce students to the staff responsible for the course, the campus on which they will be studying, the Library and IT facilities and to the Faculty Registry. Students will be provided with the Course Handbook, which provides detailed information about the course. Students are allocated a personal tutor who can provide advice and guidance on academic matters.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at their Faculty. 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. They can also choose from several computer rooms at each campus where desktop

computers are available with the general and specialist software that supports the courses taught at their Faculty. Students can also securely connect their own laptops and mobile devices to the University wireless network.

The University uses a Virtual Learning Environment called Blackboard where students access their course materials, and can communicate and collaborate with staff and other students.

[Student Affairs provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers and the chaplaincy providing multi-faith guidance. The Student Affairs Hub is located at 101 New Cavendish Street, Cavendish House \(1st Floor\), with an additional office located at the Harrow Campus.](#)

<http://www.westminster.ac.uk/study/new-students/when-you-arrive>

[The University of Westminster Students' Union also provides a range of facilities to support all students during their time at the University. <http://www.uwsu.com/>](#)

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Language support for overseas students

Pre-sessional English courses are offered at the University of Westminster that will help students develop the language and study skills necessary for academic life on your full-time postgraduate course.

It will help students to increase their confidence and ability to communicate effectively in academic English, improve performance in all four language skills within the context of the course (reading, writing, listening and speaking), and develop independence as learners as well as critical and analytical skills, which are key to succeeding at university in the UK.

The course will also help introduce students to the services of the University and to central London in order to help settle into this new environment.

The University also offer help to overseas students who are looking to achieve an IELTS score of 6.5.

Reference points for the course

Internally

The course aligns well with the objectives of the University of Westminster's Strategic Development Plan. The course is targeted at practising professionals, and therefore contributes to the achievement of the University's vision of being "an

acknowledged leader in the development and dissemination of knowledge for professional life". The course is fully aligned with the University's Learning, Teaching & Assessment Strategy, and with the Technology-Enhanced Learning Strategy.

The course also makes a significant contribution to the plans of the Faculty of Architecture and the Built Environment. The Faculty is committed to delivering courses relevant to the built environment professions and industry. The course draws on the expertise available within the Faculty.

Externally

The course is consistent with the Masters level descriptors set out in "The Framework for Higher Education Qualifications in England, Wales and Northern Ireland" (2008).

Professional body accreditation

The course is accredited by the Royal Institution of Chartered Surveyors.

Quality management and enhancement

Course management

The MSc Property Finance course is managed by the Postgraduate Property Programme Leader. The Postgraduate Property Programme is located within the Department of Property & Construction, one of three departments in the Faculty of Architecture and the Built Environment. The Programme Leader reports to the Head of Department, who in turn reports to the Dean of Faculty.

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Course approval, monitoring and review

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