

School of Humanities

Title of Programme: Mass Communications, English Language, English Literature,  
History and Philosophy

Programme Code: HEMCS, HUELN, HULIT, HUHIS, HUPHL

Subject: Creative Writing (Joint and Minor)

## Programme Specification

This programme specification is relevant to students entering:  
23 September 2019

Associate Dean of School (Academic Quality Assurance):  
Marjolein Groefsema



Signature

A programme specification is a collection of key information about a programme of study (or course). It identifies the aims and learning outcomes of the programme, lists the modules that make up each stage (or year) of the programme, and the teaching, learning and assessment methods used by teaching staff. It also describes the structure of the programme, its progression requirements and any programme-specific regulations. This information is therefore useful to potential students to help them choose the right programme of study, to current students on the programme, and to staff teaching and administering the programme.

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**Summary of amendments to the programme:**

Section	Amendment

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If you have any queries regarding the changes please email [AQO@herts.ac.uk](mailto:AQO@herts.ac.uk)

# Programme Specification Creative Writing

This programme specification (PS) is designed for prospective students, enrolled students, academic staff and potential employers. It provides a concise summary of the main features of the programme and the intended learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the teaching, learning and assessment methods, learning outcomes and content for each module can be found in Definitive Module Documents (DMDs) and Module Guides.

## Section 1

<b>Awarding Institution/Body</b>	University of Hertfordshire
<b>Teaching Institution</b>	University of Hertfordshire
<b>University/partner campuses</b>	De Havilland
<b>Programme accredited by</b>	Not applicable
<b>Final Qualification</b>	BA Hons
<b>All Final Award titles (Qualification and Subject)</b>	
<b>English Language Programme:</b>	English Language and Creative Writing English Language and Creative Writing with a Year Abroad English Language and Creative Writing with Study Abroad English Language and Creative Writing (Sandwich) English Language with Creative Writing English Language with Creative Writing and a Year Abroad English Language with Creative Writing and Study Abroad English Language with Creative Writing (Sandwich)
<b>English Literature Programme:</b>	English Literature and Creative Writing English Literature and Creative Writing with a Year Abroad English Literature and Creative Writing with Study Abroad English Literature and Creative Writing (Sandwich) English Literature with Creative Writing English Literature with Creative Writing and a Year Abroad English Literature with Creative Writing and Study Abroad English Literature with Creative Writing (Sandwich)
<b>History Programme:</b>	History and Creative Writing History and Creative Writing with a Year Abroad History and Creative Writing with Study Abroad History and Creative Writing (Sandwich) History with Creative Writing History with Creative Writing and a Year Abroad History with Creative Writing and Study Abroad History with Creative Writing (Sandwich)
<b>Philosophy Programme:</b>	Philosophy and Creative Writing Philosophy and Creative Writing with a Year Abroad Philosophy and Creative Writing with Study Abroad Philosophy and Creative Writing (Sandwich) Philosophy with Creative Writing Philosophy with Creative Writing and Year Abroad Philosophy with Creative Writing and Study Abroad

	Philosophy with Creative Writing (Sandwich)
<b>Mass Communications Programme:</b>	Mass Communications Journalism and Creative Writing Media and Creative Writing
<b>FHEQ level of award</b>	6
<b>UCAS codes</b>	Q1W1 English Language and Creative Writing Q3W1 English Literature and Creative Writing V1W1 History and Creative Writing V5W1 Philosophy and Creative Writing P300 Mass Communications P900 Journalism and Creative Writing P902 Media and Creative Writing
<b>Language of Delivery</b>	English

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## A. Programme Rationale

The rationale for the Creative Writing pathway is to provide students with a suite of modules via which they can develop their knowledge and understanding of Creative Writing as a practice and develop as writers. Coverage spans different genres, with an increasing emphasis on employability.

Students can study Creative Writing as a joint or minor subject within the framework of the English Language, English Literature, History, Philosophy or Mass Communications Programmes. The rationale for the kinds of modules offered at each level is that, as students progress through levels, the writing projects they encounter should give them skills in different genres and become progressively more challenging.

The Creative Writing Group is committed to offering a programme that enables students to gain a knowledge and enjoyment of the subject which they can take into their future lives but also equip them with transferable skills to improve their employability.

The Creative Writing teaching at the University of Hertfordshire combines a variety of delivery methods with a common purpose of making Creative Writing accessible and meaningful to all our students. Students do not have to have studied Creative Writing previously.

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## B. Educational Aims of the Programme

The programme has been devised in accordance with the University's graduate attributes of programmes of study as set out in [UPR TL03](#).

### **Additionally this programme aims to:**

- contribute the national provision of Creative Writing by providing for students (including those who are new to the subject) the opportunity to study a stimulating, challenging and enjoyable, but also balanced, range of topics and materials, covering different genres and styles of writing;
- allow students to explore a range of increasingly sophisticated practical skills related to creative writing, taught by practising writers;
- allow students to begin to discover their own writerly voice and develop their creativity;
- equip students with a range of transferable skills.

## C. Intended Learning Outcomes

The programme provides opportunities for students to develop and demonstrate knowledge and understanding, skills and other attributes in the following areas. The programme outcomes are referenced to the QAA benchmark statements for Creative Writing and the Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (2014) and relate to the typical student. Additionally, the SEEC Credit Level Descriptors for Further and Higher Education (2016) have been used as a guiding framework for curriculum design.

Knowledge and Understanding	Teaching and learning methods	Assessment strategy
<p>At Level 4, show knowledge and understanding:</p> <p>A1. of a selection of literary forms and genres of writing as represented by the work of published writers;</p> <p>A2. of some of the tools and techniques used by published writers;</p> <p>A3. of some of the basic principles of the creative writing process (e.g. editing, re-drafting and file-saving, the importance of writing spaces, reflection, grammar and syntax, rewriting, constructive criticism, presentation, and regular writing practice).</p> <p>At Level 5, show a deepening knowledge and understanding:</p> <p>A4. of some of the textual conventions and traditions of creative work represented by the work of published writers;</p> <p>A5. of some of the more specific practical skills related to particular styles and forms;</p> <p>A6. of further skills relating to the devising, structuring, editing and presentation of creative work and for a particular audience as begun at Level 4, including self-evaluation.</p>	<p>Acquisition of knowledge and understanding is through</p> <p>A1, A2, A3, A4, A5, A6, A7 and A8 is through a combination of workshops, tutorials and guided learning.</p> <p>Acquisition of A9 is through independent learning and workshops.</p> <p>Throughout, the learner is encouraged to undertake independent study both to supplement and consolidate what is being taught/learnt and to broaden their individual knowledge and understanding of the subject.</p>	<p>Knowledge and understanding are assessed through</p> <p>A1, A2, A3, A4, A5, A6 and A7 is through written work.</p> <p>Assessment of A3, A5, A6, A7 and A8 is through workshop exercises and tasks, and written work.</p> <p>Assessment of A9 is through independent written work.</p> <p>In order to pass a module students are required to have achieved a pass mark in all components of assessment.</p>

<p>At Level 6, show a sound knowledge and critical understanding:</p> <p>A7. of the textual conventions and traditions of writing creatively through their own practice and studying published writers;</p> <p>A8. of potential audiences and outlets for creative work, and new work in their chosen genre (e.g. drama, fiction, poetry);</p> <p>A9. of a repertoire of practical skills involved in the devising, writing, design and editing of an advanced piece of creative work.</p>		
<p><b>Intellectual skills</b></p> <p>B1. Critically evaluate different kinds of writing and generic structures, including their own work and the work of their colleagues;</p> <p>B2. Demonstrate their acquisition of a critical vocabulary suitable to analysis of creative work</p> <p>B3. Use language accurately and imaginatively, with precision;</p> <p>B4. Generate and shape pieces of creative work.</p>	<p><b>Teaching and learning methods</b></p> <p>Intellectual skills are developed through a combination of workshops, tutorials and guided learning. Throughout, the learner is encouraged to undertake independent study both to supplement and consolidate what is being learnt/taught and to broaden their individual intellectual skills in the subject.</p>	<p><b>Assessment strategy</b></p> <p>B1, B2, B3 and B4 are assessed through written work.</p> <p>Assessment of intellectual skills B1 and B2 is through comparative analysis and reflection.</p>
<p><b>Practical skills</b></p> <p>C1. Able to communicate professionally through various media, including appropriate presentation of creative work by genre standards;</p> <p>C2. Carry out research and analysis i.e. locating, extracting, organizing and taking decisions about relevant information from different sources to use in relation to their work;</p> <p>C3. Able to engage in processes of re-drafting, editing, proof-reading to</p>	<p><b>Teaching and learning methods</b></p> <p>Skill C1 is begun at Level 4 when students are inducted into the facilities of the Learning Resources Centre and is continued through the programme.</p> <p>Skills C2 and C3 are developed in the written work, which all modules require and refined via the independent project work at Level 6.</p>	<p><b>Assessment strategy</b></p> <p>Practical skills are assessed through Skill C1 is built into the programme. All modules require students to access the relevant StudyNet sites for module information and seminar tasks;</p> <p>Skills C2 and C3 are developed in the written and workshop discussion, which all modules require. For coursework, students are assessed on their ability to go beyond the information given in workshops and also on their ability to</p>

achieve clarity of expression and appropriate style.		communicate their findings effectively.
Transferable skills	Teaching and learning methods	Assessment strategy
<p>D1. Take responsibility for their own learning, using initiative, effective time-management, self-discipline;</p> <p>D2. Communicate ideas, arguments and conclusions clearly and effectively in writing</p> <p>D3. Demonstrate effective oral communication skills in the presentation of ideas and arguments;</p> <p>D4. Work independently.</p>	<p>Transferable skills are developed through a range of assignments. Skill D1 is developed with students learning to manage themselves and their time to meet reading and assignment submission deadlines across a range of modules and also in the organisation of group and independent project work</p> <p>Skill D2 is developed in the written work, which all modules require, and also through workshop participation.</p> <p>Skill D3 is developed in workshop discussion and via preparation and delivery of presentations and student-led discussions.</p> <p>D4 is developed throughout as students work on their own creative and critical writing. Throughout, the learner is encouraged to develop transferable skills by maintaining a record of evidence and completing a personal development plan.</p>	<p>Transferable skills are assessed through a range of assignments. Skill D1 is not formally assessed but it is expected that students will have to demonstrate this skill in order to pass through the programme and meet module deadlines. Work submitted after the module deadline may be penalised.</p> <p>Skills D2 and D4 are developed in the written work, which all modules require. For coursework, students are assessed not only on their knowledge and understanding but also on their ability to communicate their ideas effectively, to engage with different viewpoints, to reference appropriately and to present work using recognised genre and scholarly conventions.</p> <p>Skills D3 is developed in all individual modules and in a number of different ways e.g. presentations, student led-discussion, and workshop contribution.</p> <p>Skill D4 is assessed via written work.</p>

## D. Programme Structures, Features, Levels, Modules, and Credits

The programme is offered in full- time (normally 3 years), sandwich (normally 4 years) and part- time (normally 5 years) modes, and leads to the award BA Degree with Honours with the appropriate title from those listed in Section 1.

Entry is normally at Level 4 (with suitable A level or equivalent qualifications) but is possible at Level 5 and Level 6 with suitable accredited prior learning. Intake is normally in Semester A.

### Professional and Statutory Regulatory Bodies

N/A

### Work-Based Learning, including Sandwich Programmes

An award in the sandwich mode requires the successful completion of at least **360 hours** placement activity from a maximum of two separate placements in addition to the period of academic study required for the full-time award. This optional placement year is undertaken after Level 5 and before Level 6 and meets the SEEC criteria for Level 6.

### Erasmus Exchange programme

Erasmus students are permitted to study modules at all levels.

### Programme Structure

Creative Writing is offered as a minor and as a joint subject on the English Language, English Literature, History, Philosophy and Mass Communications Programmes. As a minor it comprises one quarter of an Honours student's Programme and as a joint it comprises half of an Honours student's Programme.

The programme structure and progression information below (Table 1a and 1b) is provided for the Honours award. Any interim awards are identified in Table 1b. The Programme Learning Outcomes detailed above are developed and assessed through the constituent modules. Table 2 identifies where each learning outcome is assessed. In addition, on the Major-Minor and Joint pathways the Major or Joint Subject/Programme Learning Outcomes are developed and assessed through the constituent modules, as identified within the relevant Subject /Programme Specification.

Table 1a Outline Programme Structure

#### Mode of study Full-time

Students on a full-time mode of study must normally take the equivalent of eight 15 credit modules per year with the equivalent of four 15 credit modules undertaken per semester. Students taking Creative Writing as a Joint degree must take 60 credits of Creative Writing at each level. Students taking Creative Writing as a minor must take 30 credits of Creative Writing at each level.

In addition, at level 5 students normally study the module 5HUM1064 Graduate and Employability Skills. Failure in this module would not prevent progression, providing the normal progression rules had been met, but would result in a code of FREN (Fail, Re-enrol). Should a student fail the module at the second attempt, a fail would show on his/her transcript.

Compulsory Modules (full-time students only) Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Graduate and Employability Skills	5HUM1064	0	English	0	100	0	AB

At level 6, students normally study the module 6HUM1096 Graduate Skills: Career Planning. Failure in this module would not prevent graduation, providing the student has achieved the required credits, but would result in a code of FREN (Fail, Re-enrol), which would show on his/her transcript.

Compulsory Modules (full-time students only) Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% e Practical	Semesters
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**Mode of study** Part-time

Students on a part-time mode of study are allowed to take up to five 15 credit modules per year and most normally choose to study between 2 and 5 modules per year, with modules being taken in each semester. Part-time students of Creative Writing require the same number of Creative Writing credits at each level as set out above for the full-time mode.

Varying rates of study are possible: students can increase or decrease their rate of study year by year or semester by semester in response to their changing circumstances. Students are entitled to take a break from study for a semester or even a year if their circumstances require it.

Students can apply to transfer to a full-time rate of study; this should be arranged before the beginning of the academic year.

**Entry point** Semester A

- BA (Hons) English Language and Creative Writing**
- BA (Hons) English Literature and Creative Writing**
- BA (Hons) History and Creative Writing**
- BA (Hons) Philosophy and Creative Writing**
- BA (Hons) Journalism and Creative Writing**
- BA (Hons) Media and Creative Writing**

**Level 4**

Students study 60 credits of Creative Writing:

<b>Compulsory Modules</b> Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Becoming a Writer	4HUM0182	15	English	0	100	0	A
Writing for Screen	4HUM1115	15	English	0	100	0	B
Genre Fiction: Building Worlds	4HUM1109	15	English	0	100	0	A
Identity and Contemporary Writing	4HUM1131	15	English	0	100	0	B

In addition, students study 60 credits of the joint subject.

Progression to level 5 requires a minimum of 60 credits at level 4, including 30 credits in each Subject.

**Level 5**

Students study 60 credits of the following Creative Writing modules:

### Optional Modules

#### Module Title

	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Writing for Stage	5HUM1094	15	English	0	100	0	A
Language and Imagination: The Art of the Poem	5HUM1095	15	English	0	100	0	A
Poetry Prose and Publishing	5HUM1149	15	English	0	100	0	B
Literature at Work	5HUM1124	15	English	0	80	20	B
The Fourth Genre: Writing (Your) Life	5HUM1074	15	English	0	100	0	B

In addition, students study 60 credits of the other Joint Subject.

Progression to level 6 requires a minimum of 60 credits at level 5.

### Level 6

Students study 60 credits of the following Creative Writing modules:

### Compulsory Modules

#### Module Titles

	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Short Story Workshop	6HUM1177	15	English	0	100	0	A
Tell It Slant: Writing and Reality	6HUM1039	15	English	0	100	0	B

### Optional Modules

#### Module Titles

	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Creative Writing Project Poetry	6HUM1174	30	English	0	100	0	AB
Creative Writing Project Prose	6HUM1175	30	English	0	100	0	AB
Creative Writing Project Script	6HUM1176	30	English	0	100	0	AB

In addition, students study 60 credits of the other Joint Subject.

The award of a BA Honours degree requires 360 credits passed with a minimum of at least 120 credits at Level 6.

**BA (Hons) English Language with Creative Writing**  
**BA (Hons) English Literature with Creative Writing**  
**BA (Hons) History with Creative Writing**

## BA (Hons) Philosophy with Creative Writing

### Level 4

Students study 30 credits of the following Creative Writing modules:

Compulsory Modules Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Becoming a Writer	4HUM0182	15	English	0	100	0	A
Writing for Screen	4HUM1115	15	English	0	100	0	B

In addition, students study 90 credits of the Major Subject.

Progression to level 5 requires a minimum of 60 credits at level 4, including 30 credits in each Subject.

### Level 5

Students study 30 credits of the following Creative Writing modules:

Optional Modules Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Writing for Stage	5HUM1094	15	English	0	100	0	A
Language and Imagination: The Art of the Poem	5HUM1095	15	English	0	100	0	A
Poetry Prose and Publishing	5HUM1149	15	English	0	100	0	B
Literature at Work	5HUM1124	15	English	0	80	20	B
The Fourth Genre: Writing (Your) Life	5HUM1074	15	English	0	100	0	B

In addition, students study 90 credits of the Major Subject.

Progression to level 6 requires a minimum of 60 credits at level 5, including 30 credits in each Subject.

### Level 6

Students study 30 credits of the following Creative Writing modules:

Optional Modules Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
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Short Story Workshop	6HUM1177	15	English	0	100	0	A
Tell It Slant: Writing and Reality	6HUM1039	15	English	0	100	0	B
Creative Writing Project Poetry	6HUM1174	30	English	0	100	0	AB
Creative Writing Project Prose	6HUM1175	30	English	0	100	0	AB
Creative Writing Project Script	6HUM1176	30	English	0	100	0	AB

In addition, students study 90 credits of the Major Subject.

The award of a BA Honours degree requires 360 credits passed with a minimum of at least 120 credits at Level 6.

## BA (Hons) Mass Communications

### Level 4

Students study 30 credits of the following Creative Writing modules:

Compulsory Modules Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Becoming a Writer	4HUM0182	15	English	0	100	0	A
Writing for Screen	4HUM1115	15	English	0	100	0	B

In addition, students study 90 credits of other subjects, as set out in the Mass Communications Programme Specification.

Progression to level 5 requires a minimum of 60 credits at level 4, including 30 credits in Creative Writing.

### Level 5

Students study 30 credits of the following Creative Writing modules:

Optional Modules Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Practical	Semesters
Writing for Stage	5HUM1094	15	English	0	100	0	A
Language and Imagination: The Art of the Poem	5HUM1095	15	English	0	100	0	A
Poetry Prose and Publishing	5HUM1149	15	English	0	100	0	B
Literature at Work	5HUM1124	15	English	0	80	20	B
The Fourth Genre: Writing (Your) Life	5HUM1074	15	English	0	100	0	B

In addition, students study 90 credits of other subjects, as set out in the Mass Communications Programme Specification.

Progression to level 5 requires a minimum of 60 credits at level 4, including 30 credits in Creative Writing.

## Level 6

Students may take up to 60 credits of Creative Writing, **excluding**:

- a 60 + 60 credits combination of Creative Writing and Journalism, and Creative Writing and Media.
- a combination of 75 credits of Media with 45 credits of Creative Writing.

Optional Modules Module Titles	Module Code	Credit Points	Language of Delivery	% examination	% coursework	% Practical	Semesters
Short Story Workshop	6HUM1177	15	English	0	100	0	A
Tell It Slant: Writing and Reality	6HUM1039	15	English	0	100	0	B
Creative Writing Project Poetry*	6HUM1174	30	English	0	100	0	AB
Creative Writing Project Prose*	6HUM1175	30	English	0	100	0	AB
Creative Writing Project Script*	6HUM1176	30	English	0	100	0	AB

\*Students can only take one of the three creative Writing Projects.

In addition, students study credits of other subjects to a total of 120 credits, as set out in the Mass Communications Programme Specification.

The award of a BA Honours degree requires 360 credits passed with a minimum of at least 120 credits at Level 6.

### *Sandwich Year and Year Abroad*

Students on all pathways may optionally undertake a placement year or a year abroad studying at a foreign University after successfully completing their level 5 studies at honours level. The placement year and year abroad offer an additional optional year (0 credited) which increases the length of the Honours degree award to a four year full-time degree. Successful completion of the placement year or year abroad is reflected in the degree title.

Optional Modules Module Title	Module Code	Credit Points	Language of Delivery	% Examination	% Coursework	% Percentage Practical	Semesters
The Humanities Placement Year	6HUM1123	0	English	0	100	0	AB
Mass Communications Placement Year	6HUM1097	0	English	0	100	0	AB
Year Abroad	6HUM1049	0	English	0	0	0	AB

### *Sandwich Year*

The placement year comprises an agreed period of 36 weeks (including employers' and statutory holidays) of work based learning a maximum of two institutions or companies which has agreed to those terms and conditions regarded as essential by the University of Hertfordshire. Students will be supervised according to university regulations. The learning experience will be assessed with assessments set by the Employability

Tutor to enable students to demonstrate both their knowledge of the industry, their skills development and their professional attributes.

Placements are advertised through the Career and Placements Office and have included areas such as marketing, journalism, PR, management and Policy Units. Students may also source their own placement, but it must be subsequently approved by the School in terms of health and safety, equality legislation and supervisory guidelines before a student can take it up.

All students are eligible to proceed to a placement year provided they have achieved 120 credits at Level 4 and at least 90 credits at Level 5 and have completed the appropriate placement induction and documentation. Success in the placement will be recognised in the title of the award but does not carry additional credit towards the Honours programme.

### Year Abroad

The year abroad comprises an agreed programme of study in the third year of a partner institution in Europe (other than the UK), North or South America, Australia or Singapore with which the University of Hertfordshire has an institutional agreement.

A student's programme of study will be negotiated and approved by the Dean of School (or nominee) in consultation with appropriate others and the host University. The programme provided by the host institution may comprise taught modules, a research project, field studies, or a mixture of these components. The programme of study will require a minimum of 25% of studies to be undertaken in aspects of culture of the placement country. Prior to the commencement of the year abroad, the student and Study Abroad Tutors from UH and the host institution will agree a learning contract. The learning contract will specify the assessment requirements to be met for successful completion of the programme of study. A Module Board of Examiners will consider the results for the year abroad during the first semester of the following academic year. All assessments must be completed by the end of the year abroad, and no subsequent referrals will be permitted. Students who have varied their programme of study without agreement from UH or have failed to meet the requirements of the learning contract will not have their year abroad studies included in the degree title.

A student must confirm the intention to study abroad during the first ten weeks of study at Level 5. This will enable a place to be negotiated at a host institution and the Study Programme and learning contract to be arranged and agreed. Only a limited number of places exist. These will be awarded on the basis of the suitability of students and guided by choice on the most appropriate programme and host institution.

To be eligible to proceed to a year abroad, a student must, by the time of the Semester B Module Boards of Examiners, have achieved at least 210 credits overall, including at least 90 credits at Level 5. Success in the year abroad will be recognised in the title of the award but does not carry additional credit towards the Honours programme.

For the year abroad in Europe where study will be undertaken in a foreign language students must meet the host University's language requirements.

### Honours classification

The University has approved structure and assessment regulations common to all programmes. Full details are provided in [UPR AS14](#), Section D.

### Table 1b Final and interim awards available

The programme provides the following final and interim awards:

Final Award	Award Title	Minimum requirements	Available at end of Level	Programme Learning Outcomes developed (see above)
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BA (Hons)	As specified in Section 1	360 credit points including 240 at level 6/5 of which 120 must be at level 6	6	For an award with Creative Writing as a joint, all programme learning outcomes (see Table 2); for an award with Creative Writing as a minor, a subset of the programme learning outcomes depending on the student's individual module choices.
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Interim Award	Award Title	Minimum requirements	Available at end of Level	Programme Learning Outcomes developed (see above)
University Certificate		45 credit points at level 4	4	See UPR AS11, section 13: <a href="http://sitem.herts.ac.uk/secreg/upr/AS11.htm">http://sitem.herts.ac.uk/secreg/upr/AS11.htm</a>
Certificate of Higher Education		120 credit points at level 4	4, 5	See UPR AS11, section 13: <a href="http://sitem.herts.ac.uk/secreg/upr/AS11.htm">http://sitem.herts.ac.uk/secreg/upr/AS11.htm</a>
Diploma of Higher Education		240 credit points including at least 120 at level 5	5, 6	See UPR AS11, section 13: <a href="http://sitem.herts.ac.uk/secreg/upr/AS11.htm">http://sitem.herts.ac.uk/secreg/upr/AS11.htm</a>
BA		300 credit points including 180 at level 6/5 of which 60 must be at level 6	6	A subset of the programme learning outcomes (see table 2) depending on the student's individual module choices.

## Programme-specific assessment regulations

The programme complies with the University's academic regulations (in particular, [UPR AS11](#), [UPR AS12](#) and [UPR AS14](#)) with the exception of those listed below, which have been approved by the University:

*None*

Further programme-specific regulations (requiring School-level approval) are given below:

- Progression from one Level to the next depends on meeting the pre-requisite requirements: students must normally have 30 credits in a subject area at the lower Level before progressing to study of that subject at the higher Level;
- Attendance at all scheduled learning and teaching sessions is required on this programme. If attendance falls below 75% on a module but not lower than 50% and the student passes the assessment, the module grade will be capped at the pass mark (40%). If attendance falls below 75% on a module and the student fails the assessment or attendance falls below 50%, the student will normally be deemed to have failed the module at the first attempt and will not be permitted to undertake referred assessment in the module.

Students who have a disability which might impact on their attendance should consult with their disability advisor.

## E. Management of Programme & Support for student learning.

### Management



The programme is managed by:

- A Dean of School who has overall responsibility for all programmes in the School
- An Associate Dean of School (Academic Quality Assurance) who has overall responsibility for academic quality, assurance and enhancement with and on behalf of the Dean of School
- A Programme Leader for each of the Programmes on which Creative Writing is taught
- Admissions Tutors, with specific responsibility for selection
- A Head of English Literature and Creative Writing who is responsible for all the modules in the subject area
- A Creative Writing Co-ordinator
- Designated Student Administrators to deal with day-to-day administration associated with the courses and modules within the Programme
- An Associate Dean of School (Learning and Teaching) who has overall responsibility for learning and teaching with and on behalf of the Dean of School
- An Associate Dean of School (Student Experience) who has specific responsibility for induction
- Programme committees which have a membership which includes all of the above plus Subject and student representatives
- Module Leaders who are responsible for individual modules

## Support

At university level, students are supported by:

- Attractive modern study environments in two Learning Resource Centres, incorporating libraries and computer centres
- StudyNet, a versatile on-line interactive intranet and learning environment
- Guided student centred learning through the use of StudyNet.
- Access to extensive digital and print collections of information resources
- A substantial Student Centre which provides advice on issues such as Finance, University regulations, visa applications, legal matters, accommodation, international student support etc.
- The Office of Dean of Students, incorporating Chaplaincy, Counselling and nursery
- Overseas Orientation
- A Medical Centre
- Student Wellbeing: Disability Services
- Student Wellbeing: Counselling Centre
- An Equal Opportunities Officer
- The Students' Union
- A Careers and Placement Service for all current students and graduates

At School level, students are further supported by:

- A Head of English Literature and Creative Writing
- A Creative Writing Subject Co-ordinator
- A student support team to provide confidential academic and pastoral advice through a daily Helpdesk run during term-time
- Scheduled weekly Student Support and Advice ('Drop-in') hours for all academic staff for student support and guidance
- Designated Programme Administrators to deal with day-to-day administration associated with the modules within the Programme
- Module Leaders who are responsible for individual modules
- A School Community Organiser (SCO)
- A Study Abroad Tutor
- An Academic Skills Tutor
- A Student Experience Tutor
- A Tutor for Employability



- An International Student Support Tutor

On the English Literature, English Language, History, Philosophy and Mass Communications Programmes students are further supported by:

- A Programme Leader to help students understand the programme structure.
- An induction session at the beginning of each new academic session.
- Personal tutors to provide further academic and pastoral support, with scheduled meetings each semester to advise on academic performance, feedback, module choices, and long term plans.
- Student Representatives on the Programme Committee.

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## F. Other sources of information

In addition to this Programme Specification, the University publishes guidance to registered students on the programme and its constituent modules:

- A Programme (or Student) Handbook;
- A Definitive Module Document (DMD) for each constituent module;
- A Module Guide for each constituent module.

The [Ask Herts](#) website provides information on a wide range of resources and services available at the University of Hertfordshire including academic support, accommodation, fees, funding, visas, wellbeing services and student societies.

As a condition of registration, all students of the University of Hertfordshire are required to comply with the University's rules, regulations and procedures. These are published in a series of documents called 'University Policies and Regulations' (UPRs). The University requires that all students consult these documents which are available on-line, on the UPR web site, at: <http://www.herts.ac.uk/secreg/upr/>. In particular, [UPR SA07](#) 'Regulations and Advice for Students' Particular Attention - Index' provides information on the UPRs that contain the academic regulations of particular relevance for undergraduate and taught postgraduate students.

In accordance with section 4(5) of the Higher Education and Research Act 2017 (HERA), the UK Office for Students (OfS) has registered the University of Hertfordshire in the register of English higher education providers. The Register can be viewed at: <https://www.officeforstudents.org.uk/advice-and-guidance/the-register/the-ofs-register/>. Furthermore, the OfS has judged that the University of Hertfordshire delivers consistently outstanding teaching, learning and outcomes for its students. It is of the highest quality found in the UK. Consequently, the University received a Gold award in the 2018 Teaching Excellence and Student Outcomes (TEF) exercise. This award was made in June 2018 and is valid for up to 3 years. The TEF panel's report and conclusions can be accessed at: <https://www.officeforstudents.org.uk/advice-and-guidance/teaching/tef-outcomes/#/provider/10007147>.

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## G. Entry requirements

The normal entry requirements for the programme are:

72-168 UCAS points

IB - 72-168 points from a minimum of 2 HL subjects at H4 or above.

GCSE Maths at Grade 3 or above and English Language at Grade 4 or above.

All students from non-majority English speaking countries require proof of English language proficiency, equivalent to an overall IELTS score of 6.5 with a minimum of 5.5 in each band.

The programme is subject to the University's Principles, Policies and Regulations for the Admission of Students to Undergraduate and Taught Postgraduate Programmes (in [UPR SA03](#)), along with associated procedures. These will take account of University policy and guidelines for assessing accredited prior certificated learning (APCL) and accredited prior experiential learning (APEL).

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If you would like this information in an alternative format please contact:  
Andy Penn, School Administration Manager, [A.Penn@herts.ac.uk](mailto:A.Penn@herts.ac.uk)

If you wish to receive a copy of the latest Programme Annual Monitoring and Evaluation Report (AMER) and/or the External Examiner's Report for the programme, please email a request to [aqo@herts.ac.uk](mailto:aqo@herts.ac.uk)

## Creative Writing

Table 2: Development of Intended Programme Learning Outcomes in the Constituent Modules

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses.

		Programme Learning Outcomes (as identified in section 1 and the following page)																							
		Knowledge & Understanding									Intellectual Skills				Practical Skills			Transferable Skills							
		Module Code	A1	A2	A3	A4	A5	A6	A7	A8	A9	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	D4			
Level	Module Title																								
Level 4	Becoming a Writer	4HUM1082	x	x	x	x						x	x	x	x	x	x	x	x	x	x	x			
	Writing for Screen	4HUM1115	x	x	x	x						x	x	x	x	x	x	x	x	x	x	x			
	Genre Fiction: Building Worlds	4HUM1109	x	x	x	x						x	x	x	x	x	x	x	x	x	x	x			
	Identity and Contemporary Writing	4HUM1131	x	x	x	x						x	x	x	x	x	x	x	x	x	x	x			
Level 5	Writing for Stage	5HUM1094	x	x	x	x	x	x				x	x	x	x	x	x	x	x	x	x	x			
	Language and Imagination	5HUM1095	x	x	x	x	x	x				x	x	x	x	x	x	x	x	x	x	x			
	Poetry, Prose and Publishing	5HUM1149	x	x	x	x	x	x				x	x	x	x	x	x	x	x	x	x	x			
	Literature at Work	5HUM1124	x			x	x									x	x		x	x	x	x			
	The Fourth Genre: Writing (Your) Life	5HUM1074	x	x	x	x						x	x	x	x	x	x	x	x	x	x	x			
Level 6	Creative Writing Project Poetry	6HUM1174	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
	Creative Writing Project Prose	6HUM1175	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
	Creative Writing Project Script	6HUM1176	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
	Short Story Workshop	6HUM1177	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
	Tell It Slant	6HUM1039	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			

## KEY TO PROGRAMME LEARNING OUTCOMES

### Knowledge and Understanding

- A1. a selection of literary forms and genres of writing as represented by the work of published writers;
- A2. some of the tools and techniques used by published writers;
- A3. some of the basic principles of the creative writing process (e.g. editing, re-drafting and file-saving, the importance of writing spaces, reflection, grammar and syntax, rewriting and imitation, constructive criticism, presentation, and regular writing practice).
- A4. some of the textual conventions and traditions of creative work as represented by the work of published writers;
- A5. some of the more specific practical skills related to particular styles and forms;
- A6. further skills relating to the devising, structuring, editing and presentation of creative work and for a particular audience as begun at Level 4, including self-evaluation.
- A7. the textual conventions and traditions of writing creatively through their own practice and studying published writers;
- A8. potential audiences and outlets for creative work, and new work in their chosen genre (e.g. drama, screenplays, fiction, poetry, novels);
- A9. a repertoire of practical skills involved in the devising, writing, design and editing of an advanced piece of creative work

### Intellectual Skills

- B1. critically evaluate different kinds of writing and generic structures, including their own work and the work of their colleagues;
- B2. demonstrate their acquisition of a critical vocabulary suitable to analysis of creative work
- B3. use language accurately and imaginatively, with precision;
- B4. generate and shape pieces of creative work

### Practical Skills

- C1. Able to communicate professionally through various media, including appropriate presentation of creative work by genre standards;
- C2. Carry out research and analysis i.e. locating, extracting, organizing and taking decisions about relevant information from different sources to use in relation to their work;;
- C3. Able to engage in processes of re-drafting, editing, proof-reading to achieve clarity of expression and appropriate style.

### Transferable Skills

- D1. Take responsibility for their own learning, using initiative, effective time-management, self-discipline;
- D2. Communicate ideas, arguments and conclusions clearly and effectively in writing
- D3. Demonstrate effective oral communication skills in the presentation of ideas and arguments;
- D4. Work independently.

## Section 2

### Programme management

<b>Relevant QAA subject benchmarking statements</b>	Creative Writing
<b>Type of programme</b>	Undergraduate
<b>Date of validation/last periodic review</b>	November 17
<b>Date of production/ last revision of PS</b>	November 18
<b>Relevant to level/cohort</b>	Choose a level entering September 2019
<b>Administrative School</b>	School of Humanities

Table 3 Course structure

Course details		
Course code	Course description	HECoS
HUELN HUHIS HULIT HUPHL	BA (Hons) English Language and Creative Writing BA (Hons) History and Creative Writing BA (Hons) English Literature and Creative Writing BA (Hons) Philosophy and Creative Writing	100318/101273 100302/101273 100319/101273 100337/101273
HEMCS	BA (Hons) Mass Communications BA (Hons) Journalism and Creative Writing BA (Hons) Media and Creative Writing	100444 100444 100444

English Language programme/ English Literature programme/ History programme/ Philosophy programme (and combinations)

Course	Instance Code	Course Stream Description	Course Year	Location Description	Mode of Study
HUELN	ELGCRW1S	BA (Hons) English Language and Creative Writing	1	UH Hatfield Campus	F/T-SANDWICH
HUELN	ELGCRW2S	BA (Hons) English Language and Creative Writing	2	UH Hatfield Campus	F/T-SANDWICH
HUELN	ELGCRW3AS	BA (Hons) (SW/YAB) English Language and Creative Writing	3	UH Hatfield Campus	YAB
HUELN	ELGCRW3CPS	BA (Hons) (YAB) English Language and Creative Writing	3	UH Hatfield Campus	MIX PLCMNT/YAB
HUELN	ELGCRW3F	BA (Hons) English Language and Creative Writing	3	UH Hatfield Campus	FULL TIME
HUELN	ELGCRW3PS	BA (Hons) (SW/YAB) English Language and Creative Writing	3	UH Hatfield Campus	S/W PLCMNT
HUELN	ELGCRW4S	BA (Hons) (SW/YAB) English Language and Creative Writing	4	UH Hatfield Campus	SANDWICH
HUHIS	HISCRW1S	BA (Hons) History and Creative Writing	1	UH Hatfield Campus	F/T-SANDWICH
HUHIS	HISCRW2S	BA (Hons) History and Creative Writing	2	UH Hatfield Campus	F/T-SANDWICH
HUHIS	HISCRW3AS	BA (Hons) (SW/YAB) History and Creative Writing	3	UH Hatfield Campus	YAB
HUHIS	HISCRW3CPS	BA (Hons) (YAB) History and Creative Writing	3	UH Hatfield Campus	MIX PLCMNT/YAB
HUHIS	HISCRW3F	BA (Hons) History and Creative Writing	3	UH Hatfield Campus	FULL TIME
HUHIS	HISCRW3PS	BA (Hons) (SW/YAB) History and Creative Writing	3	UH Hatfield Campus	S/W PLCMNT

HUHIS	HISCRW4S	BA (Hons) (SW/YAB) History and Creative Writing	4	UH Hatfield Campus	SANDWICH
HULIT	LITCRW1S	BA (Hons) English Literature and Creative Writing	1	UH Hatfield Campus	F/T-SANDWICH
HULIT	LITCRW2S	BA (Hons) English Literature and Creative Writing	2	UH Hatfield Campus	F/T-SANDWICH
HULIT	LITCRW3AS	BA (Hons) (SW/YAB) English Literature and Creative Writing	3	UH Hatfield Campus	YAB
HULIT	LITCRW3CPS	BA (Hons) (YAB) English Literature and Creative Writing	3	UH Hatfield Campus	MIX PLCMNT/YAB
HULIT	LITCRW3F	BA (Hons) English Literature and Creative Writing	3	UH Hatfield Campus	FULL TIME
HULIT	LITCRW3PS	BA (Hons) (SW/YAB) English Literature and Creative Writing	3	UH Hatfield Campus	S/W PLCMNT
HULIT	LITCRW4S	BA (Hons) (SW/YAB) English Literature and Creative Writing	4	UH Hatfield Campus	SANDWICH
HUPHL	PHLCRW1S	BA (Hons) Philosophy and Creative Writing	1	UH Hatfield Campus	F/T-SANDWICH
HUPHL	PHLCRW2S	BA (Hons) Philosophy and Creative Writing	2	UH Hatfield Campus	F/T-SANDWICH
HUPHL	PHLCRW3AS	BA (Hons) (SW/YAB) Philosophy and Creative Writing	3	UH Hatfield Campus	YAB
HUPHL	PHLCRW3CPS	BA (Hons) (YAB) Philosophy and Creative Writing	3	UH Hatfield Campus	MIX PLCMNT/YAB
HUPHL	PHLCRW3F	BA (Hons) Philosophy and Creative Writing	3	UH Hatfield Campus	FULL TIME
HUPHL	PHLCRW3PS	BA (Hons) (SW/YAB) Philosophy and Creative Writing	3	UH Hatfield Campus	S/W PLCMNT
HUPHL	PHLCRW4S	BA (Hons) (SW/YAB) Philosophy and Creative Writing	4	UH Hatfield Campus	SANDWICH

## Mass Communications

Course	Instance Code	Course Stream Description	Course Year	Location Description	Mode of Study
HEMCS	MCS1S	BA (Hons) Mass Communications	1	Hatfield	Full-time/sandwich
HEMCS	MCS2S	BA (Hons) Mass Communications	2	Hatfield	Full-time/sandwich
HEMCS	MCS3S	BA (Hons)(SW) Mass Communications	3	Hatfield	Sandwich Placement/Study Abroad
HEMCS	MCS4S	BA (Hons)(SW/YAB) Mass Communications	4	Hatfield	Sandwich
HEMCS	MCS3F	BA (Hons) Mass Communications	3	Hatfield	Full-time
HEMCS	CWAJM1S	BA (Hons) Journalism and Creative Writing	1	Hatfield	Full-time/sandwich
HEMCS	CWAJM2S	BA (Hons) Journalism and Creative Writing	2	Hatfield	Full-time/sandwich
HEMCS	CWAJM3S	BA (Hons)(SW/YAB) Creative Writing and Journalism	3	Hatfield	Sandwich Placement/Study Abroad
HEMCS	CWAJM4S	BA (Hons)(SW/YAB) Creative Writing and Journalism	4	Hatfield	Sandwich
HEMCS	CWAJM3F	BA (Hons) Journalism and Creative Writing	3	Hatfield	Full-time
HEMCS	CWAMD1S	BA (Hons) Media and Creative Writing	1	Hatfield	Full-time/sandwich

HEMCS	CWAMD2S	BA (Hons) Media and Creative Writing	2	Hatfield	Full-time/sandwich
HEMCS	CWAMD3S	BA (Hons)(SW/YAB) Creative Writing and Media	3	Hatfield	Sandwich Placement/Study Abroad
HEMCS	CWAMD4S	BA (Hons)(SW/YAB) Creative Writing and Media	4	Hatfield	Sandwich
HEMCS	CWAMD3F	BA (Hons) Media and Creative Writing	3	Hatfield	Full-time