

## Programme Specification

### Advanced Diploma in International Development

<b>1</b>	<b>Awarding body</b>	University of Cambridge
<b>2</b>	<b>Teaching institution</b>	University of Cambridge Institute of Continuing Education *
<b>3</b>	<b>Accreditation details</b>	None
<b>4</b>	<b>Name of final award</b>	Advanced Diploma in International Development
<b>5</b>	<b>Programme title</b>	International Development
<b>6</b>	<b>UCAS code</b>	N/A
<b>7</b>	<b>JACS code(s)</b>	L800
<b>8</b>	<b>Relevant QAA benchmark statement(s)</b>	QAA Geography
<b>9</b>	<b>Qualifications framework level</b>	FHEQ Level 6 part-time
<b>10</b>	<b>Date specification produced</b>	July 2015

\* Cognate Faculty endorsement provided by: Department of Geography

The undergraduate Advanced Diploma in International Development will be delivered by the University of Cambridge Institute of Continuing Education (ICE), as part of its credit-bearing programme at FHEQ levels 4, 5 and 6, offered to part-time adult students.

ICE is a General Board, non-School institution whose purpose can be defined in two complementary ways. It is a conduit both for transmission of the University's knowledge and research on the one hand and for enabling members of the public to access higher education courses, whether for personal interest or professional development, on the other. In these ways it contributes significantly to the University's public engagement and widening participation commitments.

The Advanced Diploma in International Development will be directed and taught by Dr Alexandra Winkels, ICE's ITO with responsibility for International Development and Global Change, assisted where required by supervisors chosen from ICE's Tutor Panel, all of whom are assessed under quality assurance procedures approved by the General Board. It is a requirement of Panel membership that supervisors should have academic qualifications and specialised expertise in their discipline appropriate to the supervision that they are invited to undertake. Academic responsibility for monitoring the performance of individual supervisors rests with Dr Alexandra Winkels.

## **Programme structure**

The course is a part-time named Undergraduate Advanced Diploma, equivalent to 120 credits at FHEQ level 6, the third year of an undergraduate degree and is undertaken over two years with the support and guidance of a supervisor.

### Programme Overview

The course requires students to write two summative assignments (2x 3000-4000 words) during their first year and one dissertation (1x 10,000-12,000 words) in their second year.

### Programme detail

The structure of the programme is designed to cater for different levels of experiences and backgrounds in fields related to International Development which students may have. Prospective students will submit a dissertation proposal which will be assessed by the Course Director. A suitable supervisor will be identified and appointed based on their suitability to the subject proposed in the dissertation proposal in agreement with the student. During the first supervision the proposal will be discussed in more detail to develop a more concrete research plan. In agreement with the supervisor the student then determines the subject and title of the first two assignments. Titles must be approved by the Course Director. They will likely reflect the wider theme of the dissertation topic and are aimed at providing a good foundation for later dissertation research. Submission deadlines will be staggered throughout the first year of the programme.

## **Educational aims**

The Programme aims to:

- Enable students to design and complete an independent primary research project situated within the existing debates in International Development.
- Encourage in students the development of appropriate critical skills, especially: evaluating the work of other researchers, identifying and evaluating appropriate primary data and secondary material, and identifying appropriate methods of analysis, interpretations and evaluation.
- Build up skills to write longer pieces of academic work and present findings in appropriate manner to target audience.
- Provide an opportunity to develop research skills and an entry route for progression into a Master's degree for individuals who would like to study at that level, but who are not, at this stage, appropriately qualified.
- To gain a deeper understanding of a particular topic in International Development for those interested or working in the field already.

## **Learning outcomes**

By the end of the Advanced Diploma, within the constraints of the course students should be able to demonstrate the following learning outcomes:

### Knowledge and understanding

- An in-depth knowledge of the chosen research topic.
- A critical awareness of the different theoretical (and political) positions relevant to the chosen topic and how they may influence the nature of International Development in practice.
- An awareness of the existing literature, theories and debates related to their chosen topic.
- An ability to argue for their conclusion and to identify potential alternative viewpoints.

### Skills and other attributes

#### **Intellectual skills**

- An ability to plan, design and execute research projects of various lengths
- An ability to select relevant material and present it accurately
- An ability to develop an argument and present different viewpoints in a critical manner

#### **Practical skills**

- Use of IT in supporting research
- An ability to format and edit an academic manuscript appropriately
- Independent collection of primary data (where applicable)
- Ability to do conduct and analyse interviews (where applicable)

#### **Other transferable skills**

- Clear presentation and organisation of information
- Structure, coherence and fluency in written communication
- Independence of thought
- An ability to understand and evaluate others' arguments and ideas
- An ability to work independently
- Planning and time management

## **Teaching methods**

The course will begin with a mandatory induction day including introduction and guidance to both subject specific and generic research and study skills. Teaching and learning on the course will then be delivered through a combination of eight supervisions supplemented by communication through the Institute's virtual learning environment (VLE) and progression through written assignments (see also Assessment Methods, below). Supervisions can be given on a one-to-one or group basis. Group members will be determined by the theme of the supervision which could be subject based or on general research methodology.

Students are expected to attend all supervisions. Times for online discussions will be arranged between the supervisor and the student. In addition to the supervisions, the supervisor will provide written comments on the work submitted.

## **Assessment methods**

Students are awarded a course grade on the basis of:

1. Summative assignments and a dissertation totalling 16,000-20,000 words or their equivalent
2. Timely submission of assignments
3. Satisfactory attendance of supervisions

Students who encounter difficulties affecting their performance in one or more of the above points may submit a claim of mitigating circumstances to be considered at the end of the course.

The word length specified for the assignment(s) and dissertation is inclusive of references in the main body of the text of footnotes and endnotes but exclusive of any bibliography or list of resources consulted and of any abstract, list of contents or abbreviations that may be included at the beginning or end of the assignment.

The use of appendices is generally discouraged except where additional data, not available in published form, must be presented, and must be previously agreed with the tutor/supervisor.

The final grade will be a composite of the grades for the assignments and the dissertation, weighted 30% and 70% respectively. A student's overall performance on the course will determine whether any work needs to be resubmitted.

## **Entry and/or progression requirements**

Applicants seeking entry to ICE courses at FHEQ level 6 should normally be able to demonstrate significant previous study in disciplines cognate to the course to which they have applied. Academic experience up to and including the second year of undergraduate study in a cognate discipline – for example, a Diploma or an equivalent qualification - will normally be regarded as a minimum requirement. ICE offers two Undergraduate Certificates in International Development, which, after successful completion, would provide the appropriate qualification to progress to the Advanced Diploma level. Applicants who have undertaken significant work at an appropriate level in this field, but who lack the appropriate academic qualifications may, however, also be considered, and may be asked to submit a piece of written work as part of the conditions for their entry to the course.

The Advanced Diploma will equip students for further study in the field of International Development, or related disciplines. Students who have completed an Undergraduate Advanced Diploma to an appropriate standard may be able to progress to Master's degrees.

Credit awarded by the Institute can be transferred into the degree programmes of some other higher education providers. The amount of credit which can be transferred into degree programmes varies from institution to institution and is always at the discretion of the receiving institution.

### **Student support**

Academic advice to students taking ICE courses is available both before and after they have registered for a course: first, from the appropriate member of the academic staff and, once the course has begun, at the induction day and also from their appointed supervisor. Communication channels with academic staff and with fellow students are provided by the ICE virtual learning environment, which also holds generic and subject specific learning resources. Students have borrowing rights in the University Library and can access the library's online resources. On request they may have a letter of introduction for university or college libraries for the area in which they live.

Administrative enquiries are dealt with by Academic Programme Managers.

All students are provided at the start of a course with access to the ICE *Student Handbook*.

### **Graduate employability and career destinations**

Student completing the Undergraduate Advanced Diploma in International Development will have demonstrated high levels of motivation and personal commitment through part-time study. It also demonstrates a keen interest and understanding of the subject area and related fields (e.g. Human Geography). Students will also have gained and demonstrated a number of intellectual and transferable skills, listed above under **Learning Outcomes**. The successful completion of the Diploma attests to an ability to conduct research and write effectively enabling students to apply these skills in a number of settings, including higher education institutions and professional organisations (e.g. NGOs).

### **Management of teaching quality and standards**

The teaching quality and standards of the course will be monitored throughout by the appropriate member of academic staff who will report annually to the Subject Moderation Panel, consisting of the internal assessor, University and external examiners and other Faculty and ICE members as agreed by the Education Committee. The report of the moderating External Examiner is made available to all students on the course via the Institute's virtual learning environment.

### **Quality indicators**

The teaching quality and standards of the unit will be monitored throughout by the Course Director in line with the QAA 2007 Subject Benchmark Statement for Geography.

Every effort has been made to ensure the accuracy of the information in this programme specification. At the time of publication, the programme specification has been approved by the relevant Faculty Board (or equivalent). Programme specifications are reviewed annually, however, during the course of the academical year, any approved changes to the programme will be communicated to enrolled students through email notification or publication in the Reporter. The relevant faculty or department will endeavour to update the programme specification accordingly, and prior to the start of the next academical year.

Further information about specifications and an archive of programme specifications for all awards of the University is available online at: [www.admin.cam.ac.uk/univ/camdata/archive.html](http://www.admin.cam.ac.uk/univ/camdata/archive.html)