

# Academic Bulletin for the United Kingdom: 2016-17

## Introduction

The Academic Bulletin is the International Programs (IP) “catalog” and provides academic information about the programs in the UK.

IP participants must read this publication in conjunction with the two listed below.

- [Academic Planning, Crediting and Reporting](#). This publication contains information on academic planning, how courses get credited to your degree, and the academic reporting process including when to expect your academic report at the end of your year abroad.
- [Academic Policies](#). This publication contains academic policies which will be applied to all IP participants. Topics include but are not limited to CSU Registration, Enrollment Requirements, Minimum/Maximum Unit Load in a Semester, Attendance, Examinations, Assignment of Grades, Grading Symbols, Credit/No Credit Option and Course Withdrawals.

To access the above publications, go to our website [here](#) and click on the year that pertains to your year abroad. For general information about the programs in the UK, refer to specific program in the IP website under [“Programs”](#).

## Academic Program Information

The International Programs in the UK is affiliated with five institutions: University of Bradford, University of Bristol, University of Hull, Kingston University, and Swansea University.

Students are selected for a particular field of study and are expected to take all of their courses in that field of study during their year abroad. The fields of study in which students are placed are listed below.

| Academic Tracks   | Bradford | Bristol | Hull | Kingston | Swansea |
|-------------------|----------|---------|------|----------|---------|
| Archaeology       | X        | X       |      |          |         |
| Biology           |          |         | X    | X        |         |
| Business          | X        |         | X    | X        |         |
| Chemistry         |          |         |      | X        |         |
| Classics          |          | X       |      |          | X       |
| Computer Science  | X        |         |      | X        |         |
| Criminal Justice  | X        |         |      | X        | X       |
| Drama             |          |         | X    |          |         |
| Economics         |          | X       |      | X        | X       |
| Engineering       | X        |         |      | X        |         |
| Geography         |          | X       |      | X        |         |
| History           |          |         | X    | X        | X       |
| Literature        |          |         | X    | X        | X       |
| Philosophy        |          |         |      |          |         |
| Physics           |          |         |      |          | X       |
| Political Science |          |         | X    | X        | X       |
| Psychology        | X        |         |      | X        | X       |
| Religious Studies |          | X       |      |          |         |
| Sociology         |          | X       |      | X        |         |

In planning a course of study in the UK, it is useful to have a basic understanding of the structure and practices of the British higher education system. English and Welsh universities offer three- or four-year undergraduate degree programs. The three-year program (“course” in British terms) is usually referred to simply as a bachelor’s degree course. Four-year degree courses, “honors” degrees, are designed to prepare the student for graduate study.

During the three or four years of study for the undergraduate degree, a British student takes courses (“modules” or “units”) in his or her field of study. “General education,” as it is understood in the United States, is not known in the British degree structure. Thus, the British student covers a field of study in great detail, spending two to three times as long in concentrated study as does the typical American undergraduate. It is

not surprising, therefore, to find American seniors taking second year subjects in the UK, or to find American graduate students pursuing third and fourth year British undergraduate subjects.

Instruction takes place in varying formats, from large-scale lectures to small seminars to individual tutorials. CSU students will find that they spend fewer hours in class than in California, but that they will be expected to do substantial amounts of background reading in order to follow lectures. They may also find more of an emphasis on writing, and that British universities have high standards for student writing skills.

In the traditional British system, courses run for the entire year rather than by semester or quarter, although there are exceptions. British higher education has undergone a process of change and institutions have converted to "modular" curricula, as well as semesterization of the courses. In addition, courses have been assigned credit values to meet the needs of European and American universities.

CSU students studying at any of the UK universities are expected to follow a curriculum within a single academic area in which they have been selected unless they are permitted to do otherwise by the CSU Office of International Programs and the host university. CSU students will enroll in the number of courses which constitutes a full-time study schedule, normally 120 credit points for the year, and will conform to the academic guidance of their host institution advisors.

All students, regardless of the university they are attending, are required to take:

- The equivalent of 15-16 CSU units each semester (but no more than 19 units per semester).
- Courses (depending on the credit/unit values of courses) within the approved area of study in which they were placed, following the same general plan as their British counterparts.

If permitted by their host university, students may take one elective course outside of their area of study as part of their 15-16 units per semester.

Students should be aware that there is a distinction between first-, second- and third-year courses. First-year courses are usually introductory courses and taken by students in their first year of university study. Depending on course content, these are generally considered lower division courses. Second and third year courses are more advanced and considered equivalent to upper division courses, again, with some exceptions depending on course content.

## Academic Calendar

There are some variations in the actual dates of semesters in British universities, but in most universities the first semester begins in mid to late September with a three-week break at Christmas. The second semester usually commences in early February with a three-week break at Easter. The traditional UK academic calendar of three terms has largely been replaced by two fifteen-week semesters. Most courses are now "semesterized" although some still run for an academic year.

## Assessment, Grading and Units

Below is the grade conversion table that is used to convert grades earned at the UK institutions to the CSU.

| CSU Grade | Bradford | Bristol  | Hull     | Kingston | Swansea  |
|-----------|----------|----------|----------|----------|----------|
| A         | 65 +     | 65 +     | 65 +     | 70 +     | 65 +     |
| A-        | 62-64    | 60-64    | 62-64    | 65-69    | 62-64    |
| B+        | 58-61    | 57-59    | 60-61    | 60-64    | 58-61    |
| B         | 55-57    | 54-56    | 56-59    | 55-59    | 55-57    |
| B-        | 52-54    | 50-53    | 50-55    | 50-54    | 52-54    |
| C+        | 48-51    | 45-49    | 45-49    | 47-49    | 48-51    |
| C         | 45-47    | 40-44    | 40-44    | 43-46    | 45-47    |
| C-        | 40-44    | ----     | ----     | 40-42    | 40-44    |
| D         | ----     | ----     | 38-39    | 35-39    | 35-39    |
| F         | Below 40 | Below 40 | Below 38 | Below 35 | Below 35 |

### Unit Conversion Guidelines

The following is a table which provides the CSU unit value equivalencies for courses taken in the UK:

| Bradford, Bristol, Hull, Swansea | CSU semester units | Kingston  | CSU semester units |
|----------------------------------|--------------------|-----------|--------------------|
| 10 credits                       | 3 units            | 1 credit  | 1 unit             |
| 15 credits                       | 4 units            | 4 credits | 4 units            |
| 20 credits                       | 5 units            | 8 credits | 8 units            |

For CSU students attending a quarter-based campus: To convert the value of CSU semester units into CSU quarter units, multiply the CSU semester units by 1.5.

Note that the above table applies to academic courses taken at the host university (e.g. Humanities, Sciences, Social or Applied Sciences) and may not apply to some subject areas, e.g. recreation, sports and exercise classes, music instruction, film production, or studio art courses.

### Course Offerings

Students are encouraged to consult the university's websites for specific course offerings. Keep in mind that CSU students are limited to the disciplines in which they were placed and sometimes to courses for international students. Note that admission to courses is subject to availability, approval of the host university, and the particular department's prerequisites.

### University of Bradford

Below is a table containing CSU IP approved study areas for 2016-17 IP participants (left column) and the corresponding study areas at Bradford in which students can take courses subject to the conditions stated under "Course Offerings." Each semester, students are expected to take all courses in the area in which they were selected except for one course each semester, which may be a course from another area.

| Areas of study    | Relevant courses can be found in the following departments and schools:    |
|-------------------|--|
| Archaeology       | Archaeological Science (AR), School of Life Sciences                       |
| Business          | Business and Management. School of Management (MAN)                        |
| Computer Science  | Computing (CM), School of Computing, Informatics and Media                 |
| Criminal Justice* | Criminology and Sociology (SJ), School of Social and International Studies |
| Engineering       | Engineering (ENG), School of Engineering, Design and Technology            |
| Psychology        | Psychology (SY), School of Social and International Studies                |

At Bradford, course (module) information can be found on the web at:

<[http://modcat-cen.brad.ac.uk:7777/pls/modv/EMODCAT\\_MODULE\\_CATALOGUE](http://modcat-cen.brad.ac.uk:7777/pls/modv/EMODCAT_MODULE_CATALOGUE)>. Access descriptions by "Search by Code" and click on "NEXT". Enter the abbreviated two or three letter module code for the department (as listed above in parenthesis) in the "Module Code to search" field. For "Academic Year" select "2016/7". For "Teaching Period", select "Semester 1" for fall, and "Semester 2" for spring. Click "Search." Add the module to the basket by clicking "Add to Basket". Then click "OK". To add more modules from the same list of modules, repeat the process. If you wish to add modules from another department, click on "Change Selections" and repeat procedure. To look at descriptions, "View Basket", then click on "View Module" or "View all Modules".

\*CSU students selected for the Criminal Justice Program are expected to focus on Criminal Justice by taking courses (SJ) but may take up to two elective courses outside of Criminal Justice during the year. Students may take one elective each semester or take both electives in the semester when Criminal Justice course offerings are limited.

### Course Codes and Levels

At the University of Bradford, there are three levels of courses (known as "modules"): level 4, level 5 and level 6. Level 4 modules are considered lower division courses, depending on course content. Generally, levels 5 and 6 are more advanced and are considered upper division courses with some exceptions depending on course content. Level 5 modules will expect higher academic skills than level 4, and assume a wider range of experience on which the student can draw. The level of the module can be found on the "module descriptor". Most CSU students who have taken several lower division courses in their major will take level 5 and 6 modules as these will usually be the ones that are the most compatible with upper division coursework at the students' home campuses.

For questions regarding courses, registration or the university, contact Ms. Claire Hunter at [c.j.hunter1@bradford.ac.uk](mailto:c.j.hunter1@bradford.ac.uk) or Ms. Sue Baker at [at.S.M.Baker@bradford.ac.uk](mailto:at.S.M.Baker@bradford.ac.uk).

## University of Bristol

Below is a table containing CSU IP approved study areas for 2016-17 IP participants (left column) and the corresponding study areas at Bradford in which students can take courses subject to the conditions stated under "Course Offerings." Each semester, students are expected to take all courses in the area in which they were selected except for one course each semester, which may be a course from another area.

| Areas of study    | Relevant courses can be found in the following faculties and departments:                                   |
|-------------------|---|
| Archaeology       | Faculty of Arts: <a href="#">Department of Archaeology and Anthropology</a>                                 |
| Classics          | Faculty of Arts: <a href="#">Department of Classics &amp; Ancient History</a>                               |
| Economics         | Faculty of Social Sciences and Law: <a href="#">School of Economics, Finance and Management</a>             |
| Geography         | Faculty of Science: <a href="#">School of Geographical Sciences</a>   |
| Religious Studies | Faculty of Arts: <a href="#">Department of Religion and Theology</a>  |
| Sociology         | Faculty of Social Sciences and Law: <a href="#">School of Sociology, Politics and International Studies</a> |

For a list of courses (or units), refer to the "Unit Catalogue" at <https://www.bris.ac.uk/esu/unitproqcat/AboutUnits.jsa?ayrCode=16%2F17>. Click on the faculty of the area under which you were selected and then click on the department to obtain a list of courses offered. On the top table, select the tabs entitled "Level C/4", "Level I/5" and "Level H/G" from which students will select courses. Carefully read the information below which pertains to these levels.

### Course Codes and Levels

At the University of Bristol course codes are made up of four letters and five digits, for example GEOG 25040. The letters indicate the subject area. The first digit indicates whether the course (or "unit" as it is referred to at Bristol) is first, second or third level for regular Bristol students. Level 1 (designed as Level C) units are considered lower division courses, depending on course content. Generally, levels 2 (designed as Level I) and 3 (designed as Level H) are more advanced and are considered upper division courses with some exceptions, depending on course content. Level 3 units will expect higher academic skills than level 2, and assume a wider range of experience on which the student can draw. Most CSU students who have taken several lower division courses in their major will take level 2 units as these will usually be the ones that are the most compatible with upper division coursework at the students' home campuses.

For questions regarding courses, registration or the university, contact Mr. David Line at [swap-in@bristol.ac.uk](mailto:swap-in@bristol.ac.uk).

## University of Hull

Below is a table containing CSU IP approved study areas for 2016-17 IP participants (left column) and the corresponding departments in which students can take courses subject to the conditions stated under "Course Offerings." Each semester, students are expected to take all courses in the area in which they were selected except for one course each semester, which may be a course from another area.

| Areas of study    | Relevant courses can be found in the following departments:          |
|-------------------|--|
| Biology           | School of Biological Sciences, Biomedical and Environmental Sciences |
| Business Studies  | Business School  |
| Drama             | Department of Drama, Music and Screen                                |
| History           | Department of History  |
| Literature        | Department of English  |
| Political Science | Department of Politics, Philosophy and International Studies         |

Detailed module information can be found on <https://www.courses.hull.ac.uk/>.

- For "Session", select "16/17 Standard Session".
- For "Location", select "Hull Campus Only".
- For "Department", select the department for the area that you have been selected to study.
- Click on "Search".

### Course Codes and Levels

At the University of Hull, there are three levels of undergraduate courses (called "modules"): level 4, level 5 and level 6. Level 4 modules are introductory courses and considered lower division courses, depending on course content. Generally, levels 5 and 6 are more advanced and are considered upper division courses with some exceptions depending on course content. Level 6 modules will expect higher academic skills than level 5, and assume a wider range of experience on which the student can draw. The level of the modules is included

in the module description. (See below for instructions on how to obtain module descriptions.) If you are a junior or a senior, bear in mind that level 6 modules are by Hull students in their final year of study. Most CSU students who have taken several lower division courses in their major will take level 5 modules as these will usually be the ones that are the most compatible with upper division coursework at the students' home campuses.

For questions regarding courses, registration or the university contact Mr. Jay Fincham at [j.s.fincham@hull.ac.uk](mailto:j.s.fincham@hull.ac.uk).

## Kingston University

Below is a table containing CSU IP approved study areas for 2016-17 IP participants (left column) and the corresponding faculty and department in which students can take courses subject to the conditions stated under "Course Offerings." Each semester, students are expected to take all courses in the area in which they were selected except for one course each semester, which may be a course from another area.

| Areas of study    | Relevant courses can be found in the following faculties and departments:   |
|-------------------|---|
| Biology           | Science, Engineering and Computing: Life Sciences                           |
| Business Studies  | Business and Law: Business Studies  |
| Chemistry         | Science: Chemistry and Pharmacy   |
| Computer Science  | Computing and Information Systems: Computing and Information Systems        |
| Criminal Justice  | Arts and Social Sciences: Criminology                                       |
| Economics         | Arts and Social Sciences: Economics   |
| Engineering       | Science, Engineering and Computing: Engineering                             |
| Geography         | Science, Engineering and Computing: Geography, Geology and the Environment. |
| History           | Arts and Social Sciences: History   |
| Literature        | Art and Social Sciences: English Literature                                 |
| Political Science | Arts and Social Sciences: Politics and International Relations              |
| Psychology        | Arts and Social Sciences: Psychology  |
| Sociology         | Arts and Social Sciences: Sociology   |

Students may take courses at any of the four Kingston campuses in theory, subject to necessary course prerequisites and availability.

A four-unit course on British Life and Culture is available to all visiting students at Kingston. Lectures are given on various aspects of British life, culture and history followed by visits to places of special interest including Oxford, Bath, Stonehenge, Greenwich, the Globe Theatre, and Parliament. In addition to the lectures and fieldtrips, student must write essays on fieldtrips and a research essay and complete a final examination. Involves travel costs and admission fees of approximately £100.

All courses are year-long with some exceptions, e.g. British Life and Culture and language courses.

A list of courses (or modules) can be found on the web at <http://www.kingston.ac.uk/studyabroadandexchangeprogrammes/study-abroad-students/studying-at-kingston/class-listings/>. If course information for 2016-17 is not yet available at the time this publication was published so keep checking the university website periodically for updates. In the interim, refer to course information from the previous year. If you are unable to find course information, you can request a syllabus by sending an email to: [sa-info@kingston.ac.uk](mailto:sa-info@kingston.ac.uk).

## Course Codes and Levels

At Kingston University, course codes are made up of two letters and four digits, for example EN4002. The letters indicate the subject area. The first digit indicates whether the course (or "module" as it is referred to at Kingston) is first, second or third year module for regular Kingston University students. Year 1 modules (also referred to as Level 4) are considered lower division courses, depending on course content. Generally, year 2 and 3 modules (referred to as Level 5 and 6, respectively) are more advanced and are considered upper division courses with some exceptions depending on course content. Year 3 modules will expect higher academic skills than year 2 modules, and assume a wider range of experience on which the student can draw. If you are a junior or a senior, bear in mind that year 3 modules are taken by Kingston students in their final year of study. Most CSU students who have taken several lower division courses in their major will take year 2 (Level 5) modules (those with course codes AB2xxx, such as MD2138) as these will usually be the ones that are the most compatible with upper division coursework at the students' home campuses.

For questions regarding courses, registration or the university, contact Mr. Paul Wilkinson at [p.wilkinson@kingston.ac.uk](mailto:p.wilkinson@kingston.ac.uk) or Ms. Amanda Lunberg at [a.lunberg@kingston.ac.uk](mailto:a.lunberg@kingston.ac.uk).

## Swansea University

Below is a table containing CSU IP approved study areas for 2016-17 IP participants (left column) and the corresponding department in which students can take courses subject to the conditions stated under "Course Offerings." Each semester, students are expected to take all courses in the area in which they were selected except for one course each semester, which may be a course from another area.

| Areas of study    | Relevant courses can be found in the following departments: |
|-------------------|---|
| Classics          | History and Classics  |
| Criminal Justice* | Criminal Justice and Criminology                            |
| Economics         | Economics   |
| History           | History and Classics  |
| Literature        | English Language and Literature                             |
| Physics           | Physics   |
| Political Science | Political and Cultural Studies                              |
| Psychology        | Psychology  |

For all students studying at Swansea University: A list of courses (or modules) can be found on the web at <https://intranet.swan.ac.uk/catalogue/>. To view a list of courses, select the department for the area of study in which you were accepted (see above table). Select the academic year 2016-17 and click on "List Departmental Modules". For specific course information, click on the module code. Note that TB1 indicates that the course is scheduled to be offered in Semester 1 (fall) and TB2 indicates that the course is scheduled to be offered in Semester 2 (spring). Please note that courses offered are subject to change and availability.

### Course Codes and Levels

At Swansea University, course codes are made up of two to three letters followed by three or four digits, for example PO1158. The letters indicate the subject area. The first digit indicates whether the course (or "module" as it is referred to at Swansea) is first, second or third level course for regular Swansea students. Level 1 (or HE Level 4) modules are considered lower division courses, depending on course content. Generally, levels 2 and 3 are more advanced and are considered upper division courses with some exceptions depending on course content. Level 3 (or HE Level 6) modules will expect higher academic skills than level 2 (or HE Level 5), and assume a wider range of experience on which the student can draw. For juniors, bear in mind that level 3 modules are taken by Swansea students in their final year of study. Most CSU students who have taken several lower division courses in their major will take level 2 modules as these will usually be the ones that are the most compatible with upper division coursework at the students' home campus.

For questions regarding courses, registration or the university, contact Ms. Kay Llewellyn at [k.llewellyn@swansea.ac.uk](mailto:k.llewellyn@swansea.ac.uk).