Template Two: Foundation Degrees and L6 'top up' courses

1.1 To meet the specific requirements in relation to the design of Foundation Degrees and L6 'top up' courses, the following **must** be incorporated:

Requirement	Details	Edu Gain	OfS	SNF
Guided development All students must experience an effective transition, welcome and induction followed by ongoing student support throughout the course. All courses must be designed to provide personalised guided development for students with access to specialist support as needed.	**Level 4:** There must be explicit guided development throughout the year focusing on supporting entry to the course and NTU; developing the foundations of academic, personal and professional skills; the management of learning and assessments; understanding how to use feedback; and decisions on option choices for Level 5. **Level 5:** focus on continuation from L4 to L5, building academic, personal and professional skills with integrated work-based learning. In particular to support the major project and preparation for post-graduation. **Level 6:** focus on transition from L5 to L6; building academic, personal and professional skills including those needed for the major project; and preparation for post-graduation. Ensure students joining a new course and/or joining NTU have a specific induction and support for transition.	Live	B1 B2 B4	1, 2, 3, 4, 5, 6, 7, 8
Course structure All courses must be designed so they provide a coherent, structured and scaffolded learning experience for students enabling them to develop relevant skills, knowledge, behaviours and personal development.	**Options** A course must contain an extensive core. **Level 4:** No options **Level 5:** Foundation degrees can have options at L5, but these must form *no more than* 50% of the number of modules per level and must align with potential L6 progression. Options must be structured into a maximum number of three sets, with students choosing a single module from a maximum of four in each set. **Level 6:** courses can contain module options to enable students to shape their degree. However, they must form *no more than* 50% of the number of modules per level. Options must be structured into a maximum number of three sets, with students choosing a single module from a maximum of four in each set. **Module Size** Modules must be sufficiently large to ensure depth of study. The minimum credit size is 20 credits. Larger modules must be multiples of 20 credits.	Learn	B1	5
Major project and synoptic assessment All courses will include a major project and a synoptic assessment.	The major project will be in the final year of the course. For foundation degrees, it will be in L5 and must be appropriate to that level. Students must be supported in developing the skills to be successful in the major project during L4. At L6, the major project must be different from that at L5.	Learn	B1 B4	1, 4, 5

Requirement	Details	Edu Gain	OfS	SNF
Assessed Work Like Experience There must be 240 hours of embedded assessed work like experience across the course (proportional).	A foundation degree will consist of 160 hours of AWLE, whilst a L6 top up course will consist of 80 hours of AWLE. For foundation degrees, AWLE must be formed of authentic work-based learning developed in conjunction with employers.	Work	B1 B2 B3	3, 4, 5
Employer Involvement	Employers must be involved in the design and regular review of foundation degree courses.	Work	B1 B2 B5	1, 4, 5
Awards and final classification	A final foundation degree classification can be based on just L5 performance or can include a contribution from L4. If the latter is agreed, this will be no more than one third from L4. This will be stated at approval. L6 'top up' courses will be based solely on L6 as the L4 and L5 credits may be transferred in from different courses.	Learn	B3 B4	5
Progression Routes	A clear progression route towards another qualification must be articulated for foundation degrees. This must be specified on CourseLoop.	Learn	B1	5