

Policy on construction of optional unit selection rules in programme structures

Policy Scope and Aims

This policy applies to the definition of taught programmes, with the key principle of providing a consistent and positive student experience. The policy aims to:

- Support informed student choice
- Enable translation of programme structures for automatic validation of student optional unit selection in an online process
- Support timetabling so that choice is viable

Policy

- 4.1 Optional unit selection rules should be simple and clear, to support well informed choice.
- 4.2 Where there is more than one defined route through the programme which dictates mandatory units and optional unit lists, the programme should be structured with pathways.
- 4.3 Lists of optional units should be specified within the structure
- 4.4 Lists of optional units and rules governing choice should apply to a single year e.g. selection from a list must be made within year 1 not deferred to year 2.
- 4.5 Rules governing optional unit selection from a list should be defined by the number of credit points to be selected from the list. This provides clarity and consistency across programmes and departments.
- 4.6 Where there is selection from more than one list to be made, the relationships between the selection lists should be clearly expressed using AND / OR.

e.g.

<i>Select 60 credits points from list A</i>	<i>Select 40 credit points from list A</i>
<i>OR</i>	<i>AND</i>
<i>Select 60 credit points from list B</i>	<i>Select 20 credit points from list B</i>

- 4.7 Where a selection is to be made from a group of lists, and a variable number of credit points can be selected from each list, the overall amount of credit points to be selected should be indicated first, followed by the maximum / minimum for each list and the AND/ OR criteria.

e.g.

<i>Select 60 credit points from the following group:</i>
<i>Select a minimum of 40 and a maximum of 60 credit points from list A</i>
<i>AND</i>
<i>Select a minimum of 0 and a maximum of 20 credit points from list B</i>

- 4.8 It is recommended that selection rules are as simple as possible, but combinations of rules may be required. There should be no more than 2 levels of subgroupings.

e.g.

Select 60 credit points from list A

OR

Select 20 credits points from list B

AND

Select 40 credit points from list C

OR

Select 40 credit points from list D

4.9 It is recommended that there are no more than three optional unit selection lists and associated rules within a stage.

4.10 Pre-requisites, co-requisites

For any unit, schools may continue to define the following:

- Pre-requisite units (must be taken before the unit in question)
- Co-requisite units (must be taken together with the unit in question)

These rules apply across all programmes.