

# Completing your course: *a guide for new postgraduate Students*

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### ► DOES THIS APPLY TO ME??

- This guidance applies to ***all postgraduate courses except PGCE.***

# How is my Course Structured [1]?

Your course comprises several elements, called **modules**.

Each module carries a **credit weighting**, indicating roughly how much work is involved [each credit is worth 10 learning hours, including private study, attending classes, and so on]. A 15-credit module requires on average 150 learning hours.

In a **Masters** course, your modules add to **180 credits**.

In a **Diploma** course: your modules add to **120 credits**.

In a **Certificate** course: your modules add to **60 credits**.

# How is my Course Structured [2]?

If you are an international student, you can roughly translate Hope credits to the credits from your own country as follows:

- 2 Hope credits = 1 European credit
- 4 Hope credits = 1 US credit

All postgraduate modules are aimed at **Masters Level**.

- ✓ You can refer to the level as either **Level M** or [if you want to describe your course in relation to National Standards] **Level 7**.
- ✓ These terms will broadly indicate to another University **how complex and challenging your course is designed to be.**

# What must I do to pass my course?

You must pass approved modules to the correct credit value [including compulsory modules]:

- ✓ 180 credits for Masters
- ✓ 120 credits for a Diploma
- ✓ 60 credits for a Certificate

The **Pass mark** for a Postgraduate module is **50**.

Your lecturers will be able to tell you the criteria they use to mark your work.

# How long do I have to complete my course ?

Full-time students\*

Full-time students shall normally take.

- i. one semester, maximum two semesters to complete 60 credits, postgraduate certificate:
- ii. two semesters, maximum four semesters to complete 120 credits, postgraduate diploma
- iii. 12 months, maximum 24 months to complete 180 credits, a masters award

Further Extended Durations may be offered as a result of Mitigating Circumstances where appropriate evidence has been presented.

\* Different durations apply to certain specialist programs

# How long do I have to complete my course?

Part time students\*

Part-time students shall normally take.

- i. two semesters, maximum three semesters to complete 60 credits, postgraduate certificate:
  - ii. four semesters, maximum six semesters to complete 120 credits, postgraduate diploma
  - iii. 2 calendar years plus one semester, maximum 4 years and two semesters to complete 180 credits, a masters award.
- Further Extended Durations may be offered as a result of Mitigating Circumstances where appropriate evidence has been presented.

\* Different durations apply to certain specialist programs

# Where do I find more information?

- ✓ This information is for Guidance Only.
- ✓ Further information about completion is available at:  
[www.hope.ac.uk/gateway/students](http://www.hope.ac.uk/gateway/students)
- ✓ If you have any queries, please contact your School/Faculty Office and ask for an appointment to talk to a Senior Academic Adviser.
- ✓ ***Please seek advice immediately if you think you have mitigating circumstances.***