

PROGRAMME SPECIFICATION

International Foundation Programme (Award: Foundation Certificate – International)

<i>School:</i>	York Business School
<i>Entry from:</i>	September 2019 and January 2020
<i>Awarding Institution:</i>	York St John University
<i>Teaching Institution:</i>	York St John University
<i>Delivery Location:</i>	York St John University
<i>Programme/s Accredited by:</i>	Not applicable
<i>Exit Awards:</i>	None
<i>UCAS Code / GTTR / Other:</i>	
<i>Approved Combinations:</i>	Not applicable
<i>QAA Benchmark Group(s):</i>	Programme aligns to Common European Framework for Languages (CEFR)
<i>Mode/s of Study:</i>	Full-time over 1 year
<i>Language of Study:</i>	English

Introduction and Special Features

Introduction

The International Foundation Programme is designed for students who do not have English as their first language, and who need a qualification to meet the academic entry requirements for a degree programme. It aims to provide a good preparation for academic study, as well as helping you to develop your English language skills. If you successfully complete the programme, you will be awarded the 'Foundation Certificate – International', which means you can be confident that you are ready to study at undergraduate level.

Special features of the programme

- subject area introductory study opportunities in Semester 1 and 2;
- field trip experience, or alternative task/ project if unable to participate in this;
- lectures/seminars/workshops run by staff in faculties.

Admissions Criteria

Academic:

- Successful completion of High School in home country – usually 12 years of schooling
- A place is not normally offered on the International Foundation Programme if you qualify for direct entry to the Degree programme. However, individual applications will be considered if there are exceptional circumstances.

English Language:

- IELTS 4.5 with no individual skill below 4.0; or
- Other Secure English Language Test (SELT) equivalents.

On successful completion of the International Foundation Programme you will have a guaranteed place on the majority of undergraduate courses at York St John University, provided you also meet the minimum GCSE requirements (or equivalent) for the desired Bachelor Degree. Prior to an offer being made you will be advised if the Bachelor Degree programme you wish to join does not have guaranteed entry with this award. Additionally you will be advised if you wish to join a Bachelor Degree which York St John University does not offer.

Programme Aims

This programme aims to offer students (where English is a second language) a solid preparation for academic study at undergraduate degree level. This is achieved in several ways:

- by ensuring that students have the English language skills to succeed on an undergraduate programme of study (minimum B2 level on the Common European Framework of Reference for Languages (henceforth referred to as CEFR) in all four language skills. See link below for a detailed description of the framework;
http://www.coe.int/t/dg4/education/elp/elp-reg/Source/Key_reference/CEFR_EN.pdf
- providing an environment in which students gain the essential study skills and will learn how to achieve learning outcomes through their assessed work;
- by providing opportunities for students to have an introduction to their future broad subject area through experiences in Schools provided jointly by International Programmes staff and School subject staff;
- by offering an awareness of the key themes of globalisation and national identity, as a subject of study, allowing students to debate issues and reflect critically on their own backgrounds as well as their current UK context.

Programme Outcomes

Level 0 / NQF L3

On successful completion of the course you will be able to:

(Knowledge & understanding)

1. demonstrate a basic awareness of a number of key issues in a future specific subject area;
2. work in accordance with relevant academic conventions;
3. understand and use academic and subject area vocabulary.

(Intellectual skills)

1. produce coherent and cohesive arguments based on academic source material;
2. employ critical thinking skills in a range of situations;
3. apply knowledge and understanding of key concepts to cope confidently with the demands of study at level 1.

(Practical skills)

1. employ study skills to cope confidently with the demands of study at Level 1;
2. understand and use English language at B2 level on the Common European Framework of Reference for Languages (CEFR) and endorsed by the Home Office;
3. make good use of technology-enhanced learning tools.

(Transferable skills)

1. communicate with people from a range of backgrounds and cultures in an academic context;
2. work effectively, with guidance, as an independent learner on an individual basis and collaboratively as a member of a group;
3. reflect on learning experiences with a view to further development.

Programme Structure

Modules for the Programme

Code	Level	Semester	Title	Credits	Status of Module*
0LS101	0	1	English Language Skills	20	CA
0LS103	0	1	Global Issues 1	10	CA
0LS104	0	1	Subject Area 1	10	CA
0LS105	0	1	Groupwork Skills	20	CA
0LS106	0	2	English for Academic Purposes	20	CA
0LS107	0	2	Advanced English Language Skills	20	CA
0LS109	0	2	Global Issues 2	10	CA
0LS110	0	2	Subject Area 2	10	CA

***C**: Compulsory, **CP**: Compulsory for progression to the next level, **CA**: Compulsory for award, **O**: option or **E**: elective.

Accredited Prior Learning in respect of 0LS101 English Language Skills and 0LS107 Advanced English Language Skills may be offered for students who can provide evidence that they are at CEFR B2 level. See website for details of specific qualifications which are accepted as being to that level.

You must take and pass all modules on the programme to receive the award of Foundation Certificate – International.

Teaching, Learning and Assessment Strategy

The teaching, learning and assessment strategies for the programme put into practice the University's ten key objectives:

- **Different ways of learning**
You will have learning experiences on this programme which may be completely new for you. These include:
- **Guided learning**
Learning through doing tasks with the guidance of a tutor.
- **Collaborative learning**
Learning through pair work and group work, so that you can share ideas and information, and help each other to produce good work. This will include working with undergraduate students as well as other International Foundation students.
- **Reflective learning**
This involves thinking calmly and objectively about yourself as a learner and as a member of a group, and keeping a record of your thoughts. This can help you to develop as a person and learn important social skills.
- **Independent Learning**
This means organising your own studies around your individual learning needs, and it is a key feature of undergraduate study. As it may be very new to you, you will start with a lot of support from tutors and gradually become more independent.

Teaching strategies

Tutors will:

- present to the whole group / give lectures;
- lead, start or observe discussions;
- lead workshops;
- lead group tutorials;
- engage in individual tutorials;
- organise and / or observe pair and group activities;
- give feedback to individuals and groups;
- organise technology enhanced learning activities;
- maintain a Virtual Learning Environment.

Assessment

Assessments are very important. Our aim is that you will be well-prepared for them, but not struggling with too many. Before we assess you, we will monitor your work and give you frequent feedback, and you will also give feedback to each other. This will help you identify your strengths and weaknesses and target areas that need work. This approach, known as 'formative assessment', means that you know what you have to do to improve and be ready for assessments.

'Summative assessment' is more final and formal, and this is where we give you marks for your work which count towards your qualification.

Assessments include:

- written examinations
- assignments
- electronic portfolios / journals
- presentations (including group and poster presentations)
- timed writing
- projects
- reports
- language tests

We will tell you how we are going to assess you in advance, and the detailed aspects of your work that we will be looking at to decide your marks. Where possible and appropriate, these assessment criteria will link to the Common European Framework of Reference for Languages:

http://www.coe.int/t/dg4/education/elp/elp-req/Source/Key_reference/CEFR_EN.pdf

The University has a set of regulations for how assessment is carried out, and the International Foundation Programme follows those regulations. This means that:

- You will be assessed by a member of the teaching team in every module, using clear marking criteria. Your marks will then be considered by a Subject Assessment Panel at the end of each semester. The Subject Assessment Panel then awards you a result according to how well you have performed.
- We will give you information about the module before it begins. This will include learning outcomes, the scheme of work to be followed, recommended reading, supported open learning activities, assessment details, deadlines and assessment criteria.
- We will work very hard to make sure the assessment is done fairly.
- We will give you written feedback about what you have done well and what action you need to take to improve. This will help you when you are completing further assessed work.

Feedback

Feedback on the different types of assessment will be given as quickly as possible and according to the University's policy. We will give you spoken as well as written feedback wherever possible and some of your feedback will be available electronically.

Widening participation and equal opportunities

We have people from all over the world on the International Foundation Programme, which is an excellent opportunity to learn about other cultures and ideas, and to hear of other people's experiences which may be very different to your own. We believe this is one of the greatest benefits of the programme, and we work hard to make everybody feel welcome. This is not just about culture and nationality, however; there are many other differences between people. The important thing is that we treat all students equally, and support everybody in achieving their potential.

Progression and Graduation Requirements

The University's [general regulations for undergraduate awards](#) apply to this programme.

Any modules that must be passed for the award are indicated in the Programme Structure section.

Internal and External Reference Points

This programme specification was formulated with reference to:

- [University Mission Statement](#) [see page two]
- [Strategic Plan 2015-20](#) [see page four]
- [QAA subject benchmark statement](#)
- [Framework for Higher Education Qualifications](#)
- University 'Our Strategy 2012-2015' Document
- Common European Framework for Languages
- University Teaching, Learning and Assessment Strategy Document
- YSJ International Annual Operating Plan
- IFP Review Report – December 2012
- IFP Annual Programme Evaluation Report: 2011-12

Further Information

Further information on the programme of study may be obtained from:

- Admissions entry profile (Admissions)
- Programme validation document (Registry – Academic Quality Support)
- Regulations (Registry – Academic Quality Support)
- Student programme handbook (YSJ International - EFL)
- Module handbooks (YSJ International - EFL)

Date written / revised: 23/06/13

Registry notes

QSC PASP 20.5.14 approved OLS105 title change prior to first delivery. Updated by DG May 2018.