

CO-TEACHING OF LEVEL 6 AND LEVEL 7 COURSES

1. This policy does not apply to UK-only top-up degrees.
2. Two courses offered at different FHEQ levels may be co-taught in order to rationalise resources and increase student choice, subject to the policy outlined below.
3. When courses are co-taught, levels 6 and 7 must be clearly defined in terms of differing learning outcomes and assessment norms appropriate to the level – separate CSDs with unique course codes and titles will outline these clearly. A mandatory clause in the course description indicates the possibility of co-teaching.
4. The programme specification for any degrees where co-teaching is a possibility (both undergraduate and postgraduate) will indicate this in the “Teaching, learning, and assessment strategies” section.
5. Required core courses in postgraduate programmes may not be co-taught, and co-taught courses will not normally comprise more than two of a given student’s options. At least two courses per semester must be offered at the masters level only, but the normal rule regarding timetabling will continue to apply – that is, if insufficient numbers have enrolled in a Level 7-only option, that course may be cancelled, and the student(s) may be required to enrol in a co-taught course.
6. Where co-teaching occurs, the shared teaching element must be at the lower level, and the additional hours of independent learning required of postgraduates must be clearly stated in the notional hours of learning outline of the Course Specification Document.
7. Six additional hours of postgraduate-specific teaching (in the form of seminars, tutorials, or equivalent) must be provided by the instructor in co-taught courses. Undergraduates may not attend these Level 7 sessions.
8. Where students are being co-taught students will be reminded in class of the different approaches and assessments for Level 6 and Level 7.
9. Students studying at different levels will be separately assessed, with the assessment tasks designed to assess learning outcomes appropriate to the level of study. Where Level 6 and Level 7 co-taught courses include a final examination or exam-style course test, there will be different examination/course test papers specific to the relevant level.
10. The difference between the undergraduate grading scale and the graduate grading scale will be strictly observed.
11. Moderation and external examination will be run separately, as per the respective level guidelines and will be considered at the exam board appropriate to the level.

12. Any co-teaching arrangements will be flagged and analysed in both sets of annual monitoring (i.e. for both the Level 6 and the Level 7 award).
13. All specific co-teaching arrangements will be presented to Academic Board for information every semester.

