

PROGRAMME SPECIFICATION

This document describes the **Honours Degree programme in Criminology and Sociology (including with a Year in Industry)**. This specification is valid for new entrants from **September 2017**.

The aims of the programmes are:

- to develop a sound and extensive knowledge base in criminology and sociology;
- to develop the research literacy of students including training in research techniques;
- to enable students to acquire the knowledge which will enable them to understand complex social problems;
- to foster the capacity for independent learning which is essential to continuing personal development;
- to equip students with key communications and IT skills;
- to deliver teaching within a flexible and progressive structure which will enable students to acquire knowledge, understanding and appropriate skills relevant to criminology and sociology;
- to provide a firm foundation for postgraduate study or research in criminology and sociology.

The Criminology and Sociology programme is delivered in three stages, each of which comprises one year of full-time study during which the student must follow courses to the value of four units (one unit is equivalent to 30 national credits). The Criminology and Sociology with a Year in Industry programme is delivered in four stages with Stage three consisting of work experience of between six and twelve months in an organisation or institution approved by the School of Law as having a function relevant and suitable to the degree programme. For stage three of the programme students must take one 30 credit course. It is characterised by strong progression and opportunities for specialisation through the programme. The programme also has a strong compulsory spine running into Stages two and three (Stage four for Year in Industry programme), with research training in stage two informing the production of an independent dissertation in stage three.

Stage one is mandatory and provides a broadly based introduction to the subject. Students take lecture-based courses up to the value of four full units (120 credits), which provide an introduction to the disciplines of sociology and criminology and encourage critical thought about the nature of social problems and the criminal justice system. In stage two, the units strongly emphasise research methods. Students are introduced to a range of social research methods and the different ways in which knowledge about contemporary society and criminal behaviour can be gathered. They are also provided with an opportunity to engage with theoretical debates in both disciplines. One unit (30 credits) (or two half unit equivalents) in this stage is selected from a range of options.

In Stage three (Stage four for Year in Industry programme), the core ideas acquired previously are developed through specialist units and a research or literature review-based dissertation. Of the four units in this stage only the dissertation is mandatory. The remaining courses can be made up of three optional units or half units amounting to three full units. Students may choose to substitute up to one course unit for courses outside the Department. The strong research profile of staff is utilised in this stage to develop research literate undergraduates who are able to think critically about evidence.

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This document provides a summary of the main features of the programmes, and of the outcomes which a student might reasonably be expected to achieve if full advantage is taken of the learning opportunities provided. Further information is contained in the College prospectus, the College Regulations and in various handbooks issued to students upon arrival. Whilst Royal Holloway keeps all its information for prospective applicants and students under review, programmes and the availability of individual courses are necessarily subject to change at any time, and prospective applicants are therefore advised to seek confirmation of any factors which might affect their decision to follow a specific programme. In turn, Royal Holloway will inform applicants and students as soon as is practicable of any substantial changes which might affect their studies.

Learning outcomes

Teaching and learning in the programmes is closely informed by the active research of staff, particularly in the areas of: gender, risk and violence; race and probation; youth crime and the criminal justice system; policing; psychology of morality; childhood and families; race and mental health; health and illness; health care organisation. In general terms, the programmes provide opportunities for students to develop and demonstrate the following learning outcomes:

Knowledge and understanding

- knowledge of key concepts and theoretical approaches that have been developed and are developing within criminology and sociology and the ability to critically evaluate their application;
- an understanding of the value of comparative analysis;
- an understanding of the relationship between individuals, groups and social institutions;
- an understanding of the role of culture in social life;
- an understanding of the social processes underpinning social change and the criminal justice system;
- an understanding of the nature and appropriate use of diverse research strategies and methods in developing criminological and sociological knowledge;
- an understanding of the relationship between sociological argument and evidence;
- an awareness of the distinctive character of both criminology and sociology in relation to other forms of understanding, such as the relation to other disciplines and to everyday explanations.
- In respect of the Year in Industry programme also to provide an opportunity to gain a range of practical work based experience required to work within an organisation.
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Skills and other attributes

- the ability to identify criminological psychological and sociological problems, formulate questions and investigate them;
- the ability to appraise critically political and social processes of victimisation and criminalisation in the light of criminological theories;
- the ability to provide an analytical account of social diversity and inequality and their effects in relation to crime, victimisation and responses to crime and deviance;
- the ability to evaluate policing practices and developments in terms of changing values and relationships between individuals, groups, and public and private agencies in different locations;
- the ability to examine critically the values, practices and processes of governance, including human rights, that underpin youth and criminal justice and agencies which administer sentencing and alternatives;
- clear and concise presentation of complex information, both orally and in writing;*
- critical and independent thinking, including evaluation of oral and written evidence;*
- team working, negotiation and collaboration;*
- investigative skills, including literature and database searches;*
- reading skills: the ability to identify the most important arguments and evidence in a text and to record and/or to represent these;*
- research skills needed to plan and execute a project on a defined topic, present a coherent, reasoned argument in an oral presentation or an extended piece of written work;*

- information technology (including spreadsheets, databases, word processing, e-mail, and the world wide web);*
- computing skills in relation to both text and the presentation of basic research data;*
- independent and reflective learning;*
- good time management.*
- In respect of the Year in Industry programme also identify some of the key activities involved in the running of an organisation.
- In respect of the Year in Industry programme also distinguish the different commercial and business priorities of employers.
- In respect of the Year in Industry programme also demonstrate the complexities and demands of the job application and recruitment process.
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* transferable skills

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Teaching, learning and assessment

Teaching and learning is mostly by means of lectures, seminars, small group tutorials, group work, coursework essays, oral presentations, guided independent research and guided independent study. Particular training in criminological and sociological skills is given in the skills and research training courses in the degree programme (mandatory courses CR2011, CR2012, CR3011), while other courses in the programme also develop and assess these skills in specialist contexts. The College Computer Centre provides IT training and students are expected to meet basic standards in information technology.

Assessment is typically by formal examinations, coursework essays and other exercises, and the independent dissertation. Full details of the assessments for individual courses can be obtained from the [Department](#).

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Details of the programme structure(s)

Please note that not all courses run each year. A full list of courses including optional courses for the current academic year can be obtained from the [Department](#).

Single Honours Degree programmes

Stage one:

Students must take the following **mandatory** courses:

CR1011 Introduction to Criminology -30 credits (1 unit)

CR1013 Criminal Justice System -30 credits (1 unit)

CR1014 Introduction to Sociology -30 credits (1 unit)

CR1015 Social Problems and Social Policy -30 credits (1 unit)

Stage two:

Students must take the following **mandatory** courses:

CR2011 Research Methods for Social Scientists -15 credits (½ unit)

CR2012 Data Analysis for Social Scientists -15 credits (½ unit)

CR2013 Key Perspectives and Debates in Criminology -30 credits (1 unit)

CR2014 Sociology of Contemporary Society -30 credits (1 unit)

and choose options equal to the value of 1 full unit from a list of Stage two courses offered by the Department.

Stage three:

CR3511 Year in Industry 30 credits (1 unit) for students on the **Year in Industry programme only**. They then

continue on the courses below as Stage four.

Students must take the following **mandatory** course:

CR3011 Dissertation 30 credits (1 unit)

plus choose options equal to the value of 90 credits (3 full units) from a list of Stage three courses offered by the Department. Students must select at least one 30 credit course from Criminology and at least one 30 credit unit course from Sociology. Option selections must be approved by the Academic Coordinator in the relevant department for the options available in any particular year.

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Progression and award requirements

The progression and award requirements are essentially the same across all Honours Degree programmes at Royal Holloway as outlined in the College's Undergraduate Regulations. Students must pass units to the value of at least three units on each stage of the programme. Failing marks of 30 – 39% can normally be condoned in up to 30 credits across stages 1 and 2. In the final stage failing marks in up to 30 credits can normally be condoned. However, on some programmes there may be a requirement to pass specific courses in order to progress to the next stage or to qualify for a particular degree title and this will put restrictions on courses in which failing marks can be condoned (see programme structure above for details). Additionally there are requirements on the number of courses that must be passed in order to qualify for particular joint or combined Honours degrees.

Students are considered for the award and classified on the basis of a weighted average. For the degree in Criminology and Sociology this is calculated from marks gained in courses taken in stages two and three, and gives twice the weighting to marks gained in stage three. For the Year in Industry programme this is calculated from marks gained in courses taken in stages two and four and gives twice the weighting to marks gained in stage four. For the purpose of award classification the 30 credit CR3511 which is taken in stage three by students on the Year in Industry are counted in the fourth stage.

For students on the Year in Industry programme CR3511 is mandatory non-condonable and must be passed to qualify for the degree title Year in Industry.

The College's Undergraduate Regulations include full details on progression and award requirements for all undergraduate programmes offered by the College.

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Student support and guidance

- Personal Advisors: All students are allocated a personal tutor who meets with them regularly through the programme. The advisors role is to advise on academic, pastoral and welfare issues.
- The Academic Co-ordinator, course leaders, faculty administrators and Departmental Educational Support Officer provide a back-up system of academic, pastoral and welfare advice.
- All staff available and accessible through dedicated office hours system.
- Representation on the Student-Staff Committee.
- Detailed student handbook and course resources available on Moodle.
- Extensive supporting materials and learning resources in College libraries and Computer Centre.
- College Careers and Employability Service and Departmental Careers and Employability Tutor
- Access to all College and University support services, including Student Counselling Service, Health Centre, Students' Union and the Disability and Dyslexia Services for students with disabilities and Specific Learning Difficulties.

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Admission requirements

The Department's standard conditional offer is available on the [Course Finder](#) web page. However, the Department also has flexibility in its admissions and offers policy and strongly encourages applications from non-standard applicants. Students whose first language is not English may also be asked for a qualification in English Language at an appropriate level. For further guidance it may be helpful to contact the [Recruitment and Partnerships Office](#).

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Further learning and career opportunities

As well as providing a firm foundation for postgraduate study and research in criminology and sociology, the degree programmes will provide students with skills that are transferable to a wide variety for employment opportunities. The programmes form an excellent basis for a career in criminal justice agencies such as the Crown Prosecution Service, police, probation service, youth custody and the prison service. It also equips students for careers in the voluntary sector, local government, the civil service and the private sector, including work in the media. The Department also offers a variety of Masters Programmes and more information can be obtained from the [Department](#). For more details on further learning and career opportunities please refer to the [Careers Service](#).

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Indicators of quality and standards

Royal Holloway's position as one of the UK's leading research-intensive institutions was confirmed by the results of the most recent Research Excellence Framework (REF 2014) conducted by the Higher Education Funding Council (HEFCE). The scoring system for the REF 2014 measures research quality in four categories, with the top score of 4* indicating quality that is world-leading and of the highest standards in terms of originality, significance and rigour and 3* indicating research that is internationally excellent. 81% of the College's research profile was deemed to be within the 4* or 3* categories, an increase of over 20% since 2008. This result placed Royal Holloway 31st overall in the UK for 4* and 3* research and 33rd based on an overall Grade Point Average (GPA) score.

Departmental systems for monitoring and assessing quality include course and Departmental student evaluation questionnaires, staff-student committees, peer evaluation of teaching, the monitoring of curricula provision through the Departmental Teaching Committee, and annual review reports, including reports from visiting examiners.

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List of programmes

The programme is taught by staff at Royal Holloway, University of London, and lead to awards of the University of London. Programmes in Criminology and Sociology are not subject to accreditation by a professional body. The QAA subject benchmark statement in Criminology and Sociology describes the general features which one might expect from Honours Degree programmes in the subject, and can therefore be used as a point of reference when reading this document (see www.qaa.ac.uk). UCAS codes are given in parentheses (see www.ucas.ac.uk).

Single Honours Degree programmes in Criminology and Sociology

BSc Hons Criminology and Sociology (LM39)

BSc Hons Criminology and Sociology with a Year in Industry (LL33)

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