

Framework for Work Placement

Aim:

To develop an Academic Delivery Framework for Work Placement across the Institute.

Objectives:

1. To have a few limited options to meet the needs of different academic disciplines.
2. To have a consistent assignment of credits to duration of work placement.
3. To have consistent start and end dates/weeks for each option.

Assumptions:

- 1 Credit = 20 to 25 hours
- 1 Week = 35 to 40 hours
- Semester = 12-14 weeks (Autumn/Spring)
- Summer = June, July, August (12 weeks)

Some points of interest:

- Preparatory workshops/industry liaison activity can be carried out in the proceeding Semester and captured in whatever way suits but all credits are tied to the semester that hosts the work placement module.
- Some programmes allow work experience that has been carried out before the actual work placement module be recognised as time completed. Example, a student may complete a Summer job that could be recognised as 6 weeks of the work placement module completed.
- It is suggested that work placement be part of both Level 7 and 8 programmes.
- Work placement can also be termed Work Based Learning or Work Based Project
- Flexibility, especially with LLL programmes, is important.
- It is preferred to have work placement a mandatory module but allowance will need to be made for cases where a student does not get a placement (as in the case of option one 'Summer' placement) and cases where a student commences a placement but does not complete - for whatever reason.
- If a student misses a work placement then the ability to carry needs to be considered and Institute regs will need to change the number of credits allowed to carry to next stage to facilitate this.

Example in practice;

- Currently the practice in Computing allows a student to carry placement to the next stage. This happens at the progression board in September and the student completes their final (4th) year and the first 4 months of work in their 'real job' meets the requirement for placement assuming:
 - The role is relevant;
 - Student registers;

- Provides all the necessary documentation etc.
Notes:
- This is the considered at the next Exam Board (summer).
- It has to go to the progression board. It is not automatic.
- Effectively the student will graduate a year later, which acts as a deterrent for students not participating. This is a rare event.

The following are proposed options for work placement for further/wider discussion. It is recognised that this is a move away from the ½ semester approach.

Proposed Options for Full-Time Work Placement

Options	Credits	Duration (Term)
Option 1	15 Credits	Summer (approximately 8-10 weeks / 60 – 80 hours)
Option 2	30 Credits	Semester (with/without the inclusion of Summer time)

Part-Time Work Placement

Options	Credits	Duration (Days)	Duration (Term)
Option 1	10 Credits	1 day per week (or 8 hours)	Semester
Option 2	20 Credits	2 days per week (or 16 hours)	Semester
Option 3	20 Credits	1 day per week (or 8 hours)	2 x Semesters
Option 4	20 Credits	1 day per week (or 8 hours)	Semester + Summer

Note 1: The duration of placement may be in days or equivalent hours bundled or spread throughout the week. This is programme dependant and at the discretion of programme boards. The duration of the work placement should be made clear in the work placement module descriptor.

Note 2. Placement is conducted in year 3, as far as possible to complete the body of learning required in the event of an exit award. However, – given that accreditation and alignment with certain professional bodies may offer unique alternatives for specific programmes, the relevant Programme Boards can approach this decision on a case by case basis.

Note 3: As iterated in Note 2, a deviation from the above options is permitted for specific programmes that need to meet specific accreditation requirements. This will be at the discretion of the programme board.