

PROGRAMME APPROVAL FORM
SECTION 1 – THE PROGRAMME SPECIFICATION

1. Programme title and designation	LLM in Drafting Legislation, Regulation and Policy		
2. Final award	M Level Master of Laws		
3a. Nested awards			
3b. Exit awards			
4. Level in the qualifications framework	M (Level 7; 2 nd cycle)		
5. Credit value for the programme and for each nested/exit award	180	ECTS equivalent:	
		90	
6. Attendance			
	Full-time	Part-time	Distance learning
Mode of attendance	Yes	Yes	Yes
Minimum length of programme	1 Year	2 Years	2 years
Maximum length of programme	3 years	6 Years	2 years

7. Awarding institution/body	University of London
8. Teaching institution	Institute of Advanced Legal Studies
9. Programme organiser and contact Details	Dr Constantin Stefanou, 02078625861 Constantin.Stefanou@sas.ac.uk
10. Relevant QAA subject benchmark/ Professional, statutory and regulatory body guidelines	M level descriptors of the framework for Higher Education Qualifications (2008), Criteria for Degrees (University of London), School of Advanced Study Quality Assurance Framework.
11. Date of production of specification	17 January 2018
12. Date of programme review	2017 next review in 2022

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13 Entry profile	
Academic criteria	
Aptitude tests, plus English language requirements	<p>An undergraduate degree in a relevant subject.</p> <p><u>English requirements</u></p> <p>Common European Framework (CEF): Level C1 as a minimum (<i>see Appendix 1 – CEF levels</i>) - evidence may be provided through the following (<i>see also Appendix 2 – Language tests mapped to the CEF</i>):</p> <p>A degree delivered through the medium of English.</p> <p>International English Language Testing Service (IELTS) test administered by the British Council: a minimum overall score of 7.0, and no less than 6.0 in each category (academic reading, academic writing, listening and speaking);</p> <p>Test of English as a Foreign Language (TOEFL): score of at least 610 in the paper-based test plus 5 in the test of written English, or a minimum score of 253 in the computer-based test plus an essay rating of 5; Internet-based TOEFL with a score of 102;</p> <p>Cambridge Certificate of Proficiency in English: a Grade C or above;</p> <p>Cambridge Certificate in Advanced English: Grade A;</p> <p>University of Reading TEEP test of proficiency for academic purposes at level 7.5 and above;</p> <p>Trinity College English for Speakers of Other Languages (ESOL) at level ISE Level III; or</p> <p>Pearson Test of English (PTE): Master’s applicants – minimum PTE score of 64.</p>
Other Language Requirements	If short on the criteria above, completion of an English language course before enrollment or during the first term of study; or good performance in a scheduled interview
Degree	Minimum 2:1 or equivalent in single, joint or combined first degree(s) in modern languages, applied linguistics, translation studies, law, legal studies, or similar subjects.
Postgraduate degree	British and overseas postgraduate qualifications are considered.
Professional Qualifications	Professional experience as a lawyer, barrister, solicitor, law lecturer/professor, government legal officer, drafter, member of staff at a legal department in a Ministry/Dept. of State or at Attorney General's Chambers or other evidence of relevant professional standing

Non-academic criteria		
Community activities	N/A	<input type="checkbox"/> Compulsory/ <input type="checkbox"/> Very desirable/ <input type="checkbox"/> Desirable
Scholastic activities	N/A	<input type="checkbox"/> Compulsory/ <input type="checkbox"/> Very desirable/ <input type="checkbox"/> Desirable
General activities/interests (including potential award bearing)	N/A	<input type="checkbox"/> Compulsory/ <input type="checkbox"/> Very desirable/ <input type="checkbox"/> Desirable
Paid or voluntary work		<input type="checkbox"/> Compulsory/ <input type="checkbox"/> Very desirable/ <input type="checkbox"/> X Desirable
Work shadowing/ observation	N/A	<input type="checkbox"/> Compulsory/ <input type="checkbox"/> Very desirable/ <input type="checkbox"/> Desirable
Specific employment requirement	Please see entry under professional qualifications above	<input type="checkbox"/> Compulsory/ <input type="checkbox"/> Very desirable/ <input checked="" type="checkbox"/> Desirable

Interviewing policy	
Are interviews offered?	Interviews may be offered in order to ascertain suitability for the course if non-standard qualifications are offered.
Are all applicants interviewed?	No
Are all those made an offer interviewed?	No
What form does it take?	Face to face or Skype with two members of academic staff.
What is considered at interview?	Level of English, level of professional experience, support of qualifications not clearly evidenced in the applicant's file.

14. Educational aims of the programme

i.e what is the purpose of the programme and general statements about the learning that takes place over the duration of the programme

The aim of the programme is to expose and train students in legislative studies, namely legislative drafting, the legislative and policy process, and aspects of law reform.

The LLM is a response to the frequent demand – from students as well as from foreign government departments – for a UK-based postgraduate taught programme in the field of legislative drafting in its broader sense. Legislative drafting is often perceived as a technical skill, which one learns on the job. The view of the Sir William Dale Centre, as eloquently put by

its founder and its staff in numerous publications, has always been that legislative drafting encompasses the theoretical analysis and practical application of the whole process of legislating. Legislative drafting has evolved to become the bedrock of political, economic and social transformation. It is still, however, relatively unexplored as an academic discipline.

This LLM examines issues related to the drafting of normative acts (e.g. primary legislation, regulation etc) the legislative process, the policy process, constitutional law, the methods of drafting in a modern democratic context, legislative ethics and law reform at the national, EU, and international levels.

15. Educational objectives of the programme/programme outcomes *(as relevant to the SEEC Credit Level Descriptors)*

The LLM programme provides opportunities for students to develop and demonstrate knowledge and understanding and skills in the following areas:

Knowledge and understanding

The programme provides a **knowledge and understanding** of the following:

A detailed understanding and critical appraisal of theoretical, practical, thematic, comparative approaches and methodologies and specific case studies in the area of law reform and legislative drafting policy and technique.

The ability to identify, reflect and apply theoretical principles to legislative and legal practice.

An in-depth knowledge of the theories and methods used to enhance understanding of the issues in the drafting of normative acts, policy and law reform.

An in-depth knowledge and understanding of the theoretical and empirical aspects of the comparative method in law.

These are achieved through the following **teaching/learning methods and strategies**:

Learning strategies include seminar discussions and presentations, lectures, private reading and independent research, individual tuition and support for seminar and essay presentation, and the preparation and submission of essays, and a dissertation for which a dissertation supervisor is assigned. The essays are submitted at fixed dates at the end of January and May.

There is an additional student-centered learning approach emanating from in-class student presentations and discussion based on the presentation. Moreover the group work and the discussion on case studies generates peer learning. Reflective learning is achieved via the students' involvement in the Drafting Clinic and the discussions on the student presentations.

A critical and well-balanced approach to the gathering, analysis and interpretation of data.

Knowledge and understanding of research methods for academic purposes.

The Institute's extensive programme of seminars, workshops and conferences, covering a wide range of disciplines, complements the learning strategies.

Assessment:

Following the tradition of SAS Masters' programmes, the assessment of students on the taught modules is by coursework, namely by one written essay of 3,500 words (maximum length) each for each of the courses of the LLM. For the two Jean Monnet modules assessment is by one essay of 5,000 words (maximum length). Dissertations are of a minimum length of 10,000 words and a maximum length of 15,000 words. Supervision is provided in the Summer term. Dissertations are submitted by 1 September. They may take the form of a theoretical analysis of a topic approved by the Degree Director, or of a portfolio of work on approved case files (usually draft normative act written by the student in his/her professional capacity) on a topic approved by the Degree Director. This portfolio will be submitted via the Drafting Clinic.

Skills and other attributes

Intellectual skills:

- Ability to handle sources of information at an advanced level.
- Develop powers of expression and argumentation.
- Communicate complex ideas in writing, oral presentations and group discussion.
- Use appropriate critical methodologies.
- Conduct independent research at an advanced level, and evaluate and critically use material.
- Display analysis of research carried out in primary and secondary material providing a foundation for professional work or academic research.
- Enhance writing skills including style, organisation of ideas, clarity of expression, argument and presentation.
- Engage critically with a wide body of literature in the field of legislative drafting, policy and law reform.

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These are achieved through the following **teaching/learning methods and strategies:**

1. Wide selection of bibliography per session
2. The use of essays and dissertation for assessment purposes
3. Individual research and study
4. Peer learning
5. Reflective learning

Assessment:

The overall method of assessment (coursework and final dissertation) ensures that in order to pass the programme the graduate must acquire a knowledge and understanding of the subject as well as the range of relevant skills and attributes needed to legislative drafters and policy officers.

Practical skills:

Communicate complex ideas in writing, oral presentations and group discussion.

Carry out critical theoretical and empirical research that will enable graduates to proceed with higher academic qualifications.

Display analysis of research carried out in primary and secondary material providing a foundation for professional work or academic research.

Enhance writing skills including style, organisation of ideas, clarity of expression, argument and presentation.

Ability to understand and produce normative acts and policy documents.

These are achieved through the following **teaching/learning methods and strategies:**

→ Encouragement of participation in class; student presentations; the use of coursework as methods of assessment

Assessment:

Individual supervision and progress sessions

The overall method of assessment (coursework and final dissertation) ensures that in order to pass the programme the graduate must acquire a knowledge and understanding of the subject as well as the range of relevant skills and attributes needed to legislative drafters and policy officers.

Generic/transferable skills:

- Handle sources of information at an advanced level.
- Develop powers of expression and argumentation.
- Communicate complex ideas in writing, oral presentations and group discussion.
- Use appropriate critical methodologies.
- Conduct independent research at an advanced level, and evaluate and critically use material.
- Display analysis of research carried out in primary and secondary material providing a foundation for professional work or academic research.
- Improve language skills (in certain courses).
- Enhance writing skills including style, organisation of ideas, clarity of expression, argument and presentation.

These are achieved through the following **teaching/learning methods and strategies:**

→ Encouragement of participation in class; student presentations; the use of coursework as methods of assessment and individual supervision and progress sessions.

Assessment:

The overall method of assessment (coursework and final dissertation) ensures that in order to pass the programme the graduate must acquire a knowledge and understanding of the subject as well as the range of relevant skills and attributes needed to legislative drafters and policy officers.

- Engage critically with a wide body of literature.



16. Programme structure

Please complete the following table

Code = code of each module available for the programme

Title = title of each module available for the programme, plus its credit level and credit value

Status = please indicate whether the module is core (Cr), compulsory (Cp), one or more of however many modules must be passed to progress (CrCp), (P) professional (i.e. module testing skills/competency that has no credit level or value but is a professional body requirement) or optional (O) for each type of programme. For postgraduate programmes use the "single honours" column

Pre-requisite/Co-requisite = where appropriate please indicate whether the module is pre-requisite to another module or co-requisite by noting pre or co and the module code that it is pre/co-requisite to.

Assessment = please indicate in broad terms the assessment for the module e.g. written examinations, coursework

(Note: the availability of optional modules may vary slightly from year to year; the following are the modules available at the commencement of the programme)

16a Number of introductory, core, compulsory and optional modules to be taken in each year of the programme, with the related credit values.

Year	Introductory		Core		Compulsory		Optional	
	No.	Credit	No.	Credit	No.	Credit	No.	Credit
1					5	20	1	20
2								

16b Range of permitted credit levels

7

16c Maximum number of credits permitted at the lowest level

16d Minimum number of credits required at the highest level

180

16e Progression and award requirements (if different from the standard)

16f Maximum number of credits permitted with a condoned fail.

20

16g Other relevant information to explain the programme structure:

The LLM is divided into 2 directions: the Common law Direction and the EU Direction.

- The Common Law direction offers the core modules "Comparative Legislative Studies I and II", "Legislative Drafting I & II", "Research Methods training" one optional module and a dissertation.
 - The EU Direction offers the core modules "EU Legislative Studies I & II", the Jean Monnet Module "Legislating for EU Membership and Accession", the module "Theories of European Integration", "Research Methods Training" one optional module and a dissertation.
- Part-time students take four modules in the first year of study and two modules and the dissertation in the second year of study.

Programme Structure Table

Notes:

- 1) **Status:** CoreCompulsory (CrCp) or Optional (O)
- 2) **Progression:** Module required for year to year progression (Y); module required for completion of award (N)
- 3) **Assessment:** List assessment components in broad terms
- 4) **Pre-requisite:** Module is pre-requisite to another module
- 5) *Availability of optional modules may vary from year to year. The listed modules are those available at the commencement of the programme.*

Code	Title	Credit	Credit	Status for each type of module		Pre-requisite/ Co-requisite (please note the module code)		Assessment
		Level	Value	Single	Joint	Single	Joint	

	Themes in Legislative Studies	7	20	O				Coursework
	Theory and Practice of Regulation	7	20	O				Coursework
	Comparative Legislative Studies I	7	20	CrCp				Coursework
	Comparative Legislative Studies II	7	20	CrCp				Coursework
	Legislative Drafting I	7	20	CrCp				Coursework
	Legislative Drafting II	7	20	CrCp				Coursework
	Research Methods Training	7	20	CrCp				Coursework
	Dissertation	7	60	CrCp				Dissertation

17. Marking criteria

The School's standard marking criteria apply

18. Statement of how the programme has been informed by the relevant subject benchmark statement(s)/professional, statutory and regulatory body guidelines

In the absence of a benchmark statement for Legislative Drafting or of relevant existing professional qualifications, this programme has been informed by the M-level descriptors of the Framework for Qualifications in Higher Education.

The Programme has also been informed by sections 2.1 and 2.2 of the Criteria for Degrees of the University of London.

At Masters' level, the analytical skills of graduates are developed in relation to research evaluation and judging research, assessing the merits of competing theories and explanations, as well as synthesising and applying theoretical and empirical arguments to legal translation performance in practice. A student's ability to reflect upon his/her accumulation of knowledge and to apply it to the practice of legal translation situations is a critical feature of study at the Masters' level.

**PROGRAMME APPROVAL FORM
SUPPLEMENTARY INFORMATION**

Not all of the information in this section will be relevant for all programmes and for some programmes this section will not be relevant at all

1. Programme name: LLM Legislative Drafting, regulation and Policy

2. Is this programme involved in collaborative activity?

Yes

No

N/A

Please give details if the programme requires validation or accreditation by a professional, statutory or regulatory body

Frequency of validation/ accreditation

Date of next validation/ accreditation

**PROGRAMME APPROVAL FORM
ADMINISTRATIVE INFORMATION**

1. Programme name: LLM in Drafting Legislation, Regulation and Policy	2. Programme code (for Registry use only):
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3. JACS code

4. Estimated intake	
Low fee	High fee

5. Campus
Institute of Advanced Legal Studies, 17 Russell Square, London WC1B 5DR

6. Duration	
When will the programme start (give month and year)	October 2018
Does the programme run: Sept – Jun, Sept – Sept, Jan – Dec, other (please specify)	Standard term dates followed.
Are there any other entry points to the programme and if so when	No
Are any years of the programme longer than standard, if so please give details	No

	Yes	No
Does the programme follow standard term dates?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If not, please state rationale for having non-standard dates?		
What are the proposed dates?		

7. Finance	
Major source of funding	Fee Income
Should the fees be billed at the programme or unit level?	Programme
Level of fees if different from the standard level in the School's fee schedule	