

Course Information Form (CIF)

The CIF provides core information to students, staff teams and others on a particular course of study.

Section 1 - General Course Information	
Course Title	Preparation for Cambridge CPE
Qualification	Non credit bearing
Intermediate Qualification(s)	N/A
Awarding Institution	University of Bedfordshire
Location of Delivery	AA
Mode(s) of Study and Duration	<i>Part time over 12 weeks</i>
Core Teaching Pattern	N/A
FHEQ Level	0
Professional, Statutory or Regulatory Body (PSRB) accreditation or endorsement	N/A
PSRB Renewal Date	N/A
University of Bedfordshire Employability accreditation	N/A
Route Code (SITS)	
Subject Community	EFL
UCAS Course Code	N/A
Relevant External Benchmarking	The course has been mapped to the Common European framework of Reference for language (CEFR) level C2 (IELTS 8.0-9.0)

Section 2 - Published Information

Material in this section will be used on the course web site to promote the course to potential students. The text should be written with this potential audience in mind.

Course Structure

The Units which make up the course are:

Unit Code	Level	Credits	Unit Name	Core or option
	0	0	Preparation for Cambridge CPE	core

Why study this course

Cambridge CPE is well known worldwide and is respected by employers and academic institutions alike. This course enables you to enhance your language and academic skills to help you in your future studies or your chosen career

Course Summary – Educational Aims

On completion of this course you should be able to:

Understand a range of written texts, including recognition of opinion, tone, purpose and attitude

Produce structured texts, such as articles, essays, letters and reports

Participate in discussions and express thoughts coherently using appropriate grammatical structures and lexical range

Understand a range of spoken communication including media broadcasts, lectures, speeches and interviews

Entry requirements

Internal placement test

Optional: success in FCE main suite exam

PSRB details

N/A

Graduate Impact Statements

N/A

Higher Education Achievement Report - Additional Information

N/A

Learning and Teaching

The approach to teaching is essentially communicative in nature. Newer language items such as words, expressions and grammatical structures are presented in context. A variety of text types will also be considered in class and will include a range of spoken and written styles, according to level. Teachers often encourage learners to follow current affairs in the media as a vehicle for language work. Exam skills will also be focused on, incorporating examples of past papers and exam techniques as well as examining model

answers .
Developing your employability
N/A
Department (s)
English Language and Communication
Assessment
Students will undertake a range of formative tasks, including class assessment tests and homework, covering all four skills. They will have a mid- point progress test covering speaking, reading, listening and writing. Additionally, students will be offered the opportunity of taking the Cambridge CPE main suite exam
After Graduation
N/A
Student Support during the course
Students will have access to student support offered by the university. In addition, they will be offered the chance to speak to their class tutor, individually, to discuss progress and review their formative assessments and other work and identify strategies for improving areas of weakness.
Students with disabilities
The University is committed to supporting students with disabilities. Full information on the support provided can be found on our website http://www.beds.ac.uk/studentlife/student-support/health/disabilities

Section 3 - Academic Information

This section will be used as part of the approval and review process and **peer academics** are the target audience.

Course Learning Outcomes

On completion of this course students will be able to:

- Understand a variety of spoken texts, including extended speech, lectures and anecdotes
- Scan texts to identify key ideas, opinions, tone and purpose
- Present ideas clearly and fluently orally and in writing
- Demonstrate a degree of control in language production comparable to that of an educated native speaker in a broad variety of situations
- Use appropriate formats and academic conventions when presenting ideas in writing

Course-specific regulations

N/A

Teaching, Learning and Assessment

See previous section

Additional Academic Information

Peer-assisted learning (PAL)

N/A

Initial Assessment

Students will have a UoB DELC initial assessment test to demonstrate knowledge of reading texts, present ideas in writing and demonstrate understanding of the use of English. Students will then have a discussion with their tutor to assess listening and spoken interaction. Formative assessments will take place throughout the course, and will include marked homework and in-class feedback.

Improving students' learning

This course develops students' verbal and written communication skills as well as academic study skills, which they can later transfer to other academic studies or employment. This is recognised as the highest level English language qualification for non-native users.

Academic Integrity

The academic skills element of the course prepares students for university study and familiarises students with formal conventions in report writing. The subject of plagiarism and referencing is introduced.

HEAR implementation

N/A

Internationalisation

N/A

Sustainability

N/A

Section 4 - Administrative Information

This section will be used as part of the approval and review process and peer academics are the target audience.

Faculty	Education and Sport
Portfolio	Pre-sessional
Department/School/Division	English Language and Communication
Course Coordinator	Katy Robertson-Hohmann
Version Number	1
Approved by (cf Quality Handbook ch.2)	
Date of approval (dd/mm/yyyy)	
Implementation start-date of this version (plus any identified end-date)	May 2014

Form completed by:

Name: ... Katy Robertson-Hohmann Date:13.5.14.....

Authorisation on behalf of the Faculty Teaching Quality and Standards Committee (FTQSC)

Chair: Date:

Course Updates		
Date (dd/mm/yyyy)	Nature of Update	FTQSC Minute Ref: