



Skills &  
Education  
Group Access



Access  
Recognised by QAA

# Access to HE Diploma (Law)

## Diploma Guide

Valid From August 2024  
Learning Aim Code: 4001289X



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## Access to HE Diploma Background and Aims

The Access to Higher Education Diploma is a full Level 3 UK qualification. It is regulated by the Quality Assurance Agency for Higher Education (QAA) which licenses Access Validating Agencies (AVAs) to accredit and award the Access to Higher Education Diploma in the UK.

Access to Higher Education Diplomas enable students to acquire the knowledge and skills necessary to progress to higher education. They are key to widening participation from groups traditionally underrepresented at higher education institutions and are therefore aimed particularly, though not exclusively, at adults without traditional qualifications.

The aims of the Access to HE Diploma are to:

- prepare students who are returning to education for progression to Higher Education, further training in a related vocational or occupational area
- help students develop the skills and knowledge they need to achieve on their chosen HE course or career pathway
- familiarise students with the teaching and learning methodologies and assessment strategies found in Higher Education Institutions (HEIs)
- help students to gain confidence in their abilities, to review and monitor their own progress and to become independent students
- develop students' research, planning, analytical and evaluation skills
- enable students to make informed choices about future progression routes

## Diploma development

Skills and Education Group Access has worked with curriculum specialists and higher education colleagues to develop the Access to HE Diploma (Law). Every Diploma is validated by the AVA through a robust and rigorous peer panel process which then recommends approval to the AVA's Access to HE Committee. By taking into consideration the views of Further and Higher Education practitioners, the AVA ensures that the Diploma meets all QAA requirements and that it enables students to complete a planned, balanced and coherent programme of study, through which they have been able to acquire a subject knowledge and develop academic skills which are relevant to the intended progression route(s).

**LC 50a: This QAA recognised Access to HE Diploma is validated for delivery within the UK by a provider with a main base in the UK (including the Channel Islands and the Isle of Man) only.**

**LC 50c: Only students with a UK address (including BFO) can be registered for an Access to HE Diploma**

## Diploma and Credit Specification

The QAA Diploma and Credit Specification states that the Access to HE Diploma is a:

unitised qualification, based on units of assessment which are structured in accordance with the Access to HE unit specification

- credit-based qualification, operated in accordance with the terms of the Access to HE credit specification

- graded qualification, as determined by the Access to HE Grading Scheme.

### About this qualification

AVA Diploma Access to HE Diploma	Main Classification (Sector Subject Area)	Sub- Classification
(Law)	15: Business, Administration and Law	15.5: Law and Legal Services

**This Diploma specification is valid from: 01/08/2024**  
**Diploma revalidation date: 31/07/2026**

The Access to HE Diploma (Law) provides students with an understanding of the legal system and its various components. This course is designed to prepare students for Higher Education looking to pursue careers in law, legal services, and related fields. Students will acquire key knowledge, subject-specific skills, and transferable skills essential for success in these areas.

#### A. Key Knowledge:

##### 1. Foundations of Law:

- Understanding the sources of English law and how they shape the legal system.
- Knowledge of the court system and roles of legal personnel.
- Understanding fundamental legal principles such as the elements of a crime and the formation of a contract.

##### 2. Specialised Legal Areas:

- Understanding key areas such as consumer law, employment law, and family law.
- Knowledge of human rights, law and morality, and the law of homicide.
- Knowledge of specific legal issues like crimes of dishonesty, non-fatal offences, and miscarriages of justice.

##### 3. Legal Concepts and Theories:

- Understanding the law of negligence and its applications.
- Knowledge of the principles behind the formation of contracts and elements of crime.
- Insight into the ethical and moral dimensions of legal practice.

#### B. Subject-Specific Skills:

##### 1. Legal Research and Analysis:

- Skills in conducting detailed legal research and analysis.
- Competence in interpreting and applying legal principles to real-world situations.
- Develop the ability to evaluate legal arguments and case law.

**2. Legal Procedures and Documentation:**

- Understanding court procedures and the role of various legal personnel.
- Skills in drafting legal documents and preparing case briefs.
- Competence in presenting legal arguments and participating in mock trials.

**3. Ethical and Professional Conduct:**

- Knowledge of the ethical issues surrounding legal practice.
- Understanding the importance of professional conduct and responsibility in law.
- Skills in applying ethical principles to complex legal scenarios.

**C. Transferable Skills:****1. Research and Academic Skills:**

- Development of strong research skills, including organisation and evaluation of studies.
- Proficiency in academic writing, reading, and note-making.
- Understanding of opportunities and tools for success in higher education.

**2. Communication and Professional Skills:**

- Improved presentation skills and information literacy skills.
- Ability to communicate complex legal concepts clearly and effectively.
- Know how to work collaboratively in diverse and inclusive environments.

**3. Critical Thinking and Reflective Practice:**

- Enhanced ability to analyse legal issues and develop reasoned arguments.
- Skills in reflective practice to continuously improve personal and professional development.
- Understanding of the safe and ethical use of generative artificial intelligence in legal research and practice.

## Intended Progression Routes

**LC 61a and 61b: Access to HE Diplomas are intended to provide a preparation for study in UK higher education, but the award of a Diploma does not provide guaranteed entry to UK higher education programmes.**

The following progression routes were agreed at the point of validation as being appropriate choices for students who achieve the Access to HE Diploma (Law), subject to the course entry requirements and application process.

- Law
- Law and Criminal Studies
- Business Law
- Law and Politics
- European Law
- Masters of Law and Practice.

**It is essential that providers delivering this Diploma consult receiving HEIs themselves to ensure that suitable and relevant progression opportunities are sound. Evidence of HEI consultation and progression possibilities will be identified in the provider's Programme Submission Document.**

## Access to HE Diploma provider assessment strategy advice

QAA states that the Access to HE Diploma provides '*HE progression opportunities for adults who, because of social, educational or individual circumstances may have achieved few, if any, prior qualifications*'. They also state that, '*Students who are awarded the Diploma will have completed a planned, balanced and coherent programme of study, through which they have been able to acquire subject knowledge and develop academic skills which are relevant to the intended progression route(s)*'. Therefore all approved providers need to develop diploma assessment strategies which outline what assessment activities the students will undertake, how they will be used and why they have been chosen in order to achieve the learning aims:

1. **What** is the the aim of the diploma assessment strategy?
2. **How** will it be achieved?
3. **Why** has this approach been chosen?

### **Assessment design:**

Access to HE Diplomas should be assessed using innovative and contemporaneous methods, tailored to prepare students studying at Level 3 for study at Higher Education. Assessment design should be holistic, ensuring students can demonstrate attained knowledge, skills and behaviours in and across units and assessments should reflect those likely to be encountered on Higher Education courses in the same field of study. Specific assessment guidance should be provided for each unit to ensure consistency and fairness across all student achievements.

In addition, providers must ensure that assessment methods are chosen which afford students opportunities to demonstrate the requirements of the three Grading Standards; Knowledge and Understanding, Subject Specific Skills and Transferable Skills.

Assessment design should comply with the requirements of the QAA Grading Scheme (2024) and also be aligned to the principles of assessment: Validity, Authenticity, Reliability, Currency and Sufficiency (VARCS).

### **LC 50g: Tutor/Assessor qualifications and experience specifically required for delivery and assessment of this diploma:**

Generally, and as a minimum, it is expected that provider staff teaching on the Diploma have the required professional competence and skills necessary for the mode(s) of delivery to be used, and the level of subject expertise necessary to teach and assess the units available on the Diploma.



## Rules of Combination

Where options are available within a single set of rules of combination, which allow alternative requirements for the achievement of a named Diploma, the alternatives permitted by the options are consistent, in terms of academic challenge and demand, and will require equivalent standards for achievement, whenever and wherever it is delivered.

<b>Access to HE Diploma (Law)</b>	
Credit Value of the Diploma:	<b>60</b>
Students must achieve all the units within the Diploma.	
<p>All Diplomas are 60 credits, irrespective of the place, subject or mode of study. Of the 60 credits 45 must be from graded units concerned with academic subject content, with the remaining 15 credits to be achieved from ungraded units.</p> <p>In addition, all students must study a minimum of <b>ten 3 credit units</b> and at least <b>one 9 or 6 credit unit</b>, which may or may not be graded.</p>	
Students can achieve up to a maximum of 30 credits at Level 3 through credit transfer and the award of credit through the recognition of prior learning.	
<p>Students undertaking any Access to HE Diploma, whatever their mode of study, must be:</p> <ul style="list-style-type: none"> <li>a) registered and certificated for units to a maximum value of 60 credits</li> <li>b) registered for units to the value of 60 credits no later than 84 days from the start date of their Access to HE course, or before the student makes a formal application to a higher education course through UCAS or any other application process, whichever date occurs first.</li> </ul>	



## Appendix 1 - Units of Assessment – Access to HE Diploma (Law)

For every unit included in the table, further information is included in the Unit Specifications, including learning outcomes and assessment criteria.

### Grading Standards (Applied to all units)

<b>1</b>	<b>Knowledge and Understanding of the Subject</b>	<b>KU</b>
<b>2</b>	<b>Subject Specific Skills</b>	<b>SS</b>
<b>3</b>	<b>Transferable Skills</b>	<b>TS</b>

**There are no mandatory units. Students must study a minimum of TEN, 3 credit units and at least ONE 6 or 9 credit unit up to a maximum of 30 credits.**

### Optional Units

**Graded Units. Choose 45 credits from:**

Unit Title	Current Unit ID	New Unit ID/National Code	Level	CV
Consumer Law*	YHS959	EC7/3/AA/01G	Three	3
Employment Law	YHS960	EC1/3/AA/01G	Three	6
Human Rights	YHS964	EC7/3/AA/02G	Three	3
Law and Morality	YHS965	EC1/3/AA/02G	Three	3
Sources of English Law	YHS967	EC1/3/AA/03G	Three	3
The Court System and Legal Personnel	YHS968	EC8/3/AA/01G	Three	6
The Elements of a Crime**	YHS969	EC1/3/AA/04G	Three	3
The Formation of a Contract*	YHS970	EC7/3/AA/03G	Three	3
The Law of Homicide **	YHS971	EC6/3/AA/01G	Three	6
The Law of Negligence	YHS972	EC1/3/AA/05G	Three	6
Crimes of Dishonesty	YHT080	EC1/3/AA/07G	Three	3
Miscarriages of Justice	YHT079	EC1/3/AA/06G	Three	3
Non-Fatal Offences	YHT081	EC1/3/AA/08G	Three	6

**Ungraded Units. Choose 15 credits from:**

Unit Title	New Unit ID	New National Code	Level	CV
Family Law	YHS962	EC7/3/AA/01U	Three	3
Information Literacy Skills	YHT058	HC7/3/AA/06U	Three	3
Presentation Skills	YHT063	HC7/3/AA/09U	Three	3
Reading and Note Making	YHT064	HC7/3/AA/02U	Three	3
Reflective Practice	YHT072	HC7/3/AA/03U	Three	3
Researching and Understanding Opportunities in Higher Education	YHT067	HC7/3/AA/04U	Three	3

<b>Unit Title</b>	<b>New Unit ID</b>	<b>New National Code</b>	<b>Level</b>	<b>CV</b>
Academic Writing Skills	YHT071	HC7/3/AA/01U	Three	3
The Safe and Ethical Use of Generative Artificial Intelligence	YHT073	CK5/3/AA/01U	Three	3

### **Inclusion and Exclusion Rules of Combination**

<b>Unit Title</b>	<b>Unit ID</b>	<b>Must be taken with</b>	<b>Unit ID</b>
The Formation of a Contract*	EC7/3/AA/03G	Consumer Law*	HC7/3/AA/01G
The Elements of a Crime**	EC1/3/AA/04G	The Law of Homicide**	EC6/3/AA/01G

**There are no barred units in this Diploma.**