OCN London

Access to HE Diploma Specification

Access to HE Diploma (Science)

2023-24

Access to Higher Education

DIPLOMA OVERVIEW

The Level 3 Access to HE Diploma is a nationally recognised qualification regulated by the Quality Assurance Agency for Higher Education (QAA) which is designed to provide preparation for study in higher education (HE) in the UK for adults returning to education.

In order the gain the Access to HE Diploma, learners must achieve a total of 60 credits. Of these 60 credits, 45 credits must be achieved at Level 3 from graded subject specific units. Graded units can be awarded at Pass, Merit or Distinction. The remaining 15 credits must be achieved at Level 2 or Level 3 from study skills units which are ungraded.

Diploma details:

Diploma title: Access to HE Diploma (Science)
Learning aim code: 40013170
Validation start date: 1st August 2022
Validation end date: 31st July 2027
SSA sector code:

- 2 – Science and Mathematics
- 2.1 – Science

DIPLOMA AIMS

The Access to HE Diploma (Science) offers adult returners a coherent, integrated and supported year of study through which they will gain the knowledge, awareness, skills and confidence necessary for successful undergraduate studying in the intended progression routes for this Diploma. The course aims to provide a balance of essential study skills with specialist subject knowledge to enable the students to be prepared for the academic and practical rigours of undergraduate study in Science. It must however be noted that the Access to HE Diploma does not provide guaranteed entry to UK Higher Education Institutions.

Its primary aims are:

- To provide HE progression opportunities for adults who, because of social, educational or individual circumstances, do not have the necessary qualifications;
- To give learners a general introduction to the basic concepts, methods, and key areas of knowledge within the core disciplines taken and offer a coherent and stimulating framework within which they can broaden their intellectual outlook and make connections between subject areas;
- To help learners to develop and consolidate the various skills required to enable them to cope successfully with the demands of undergraduate study and to become independent, self-directed learners;
- To establish a positive and supportive learning environment within which learners can build their confidence through successful learning and the sharing of their experience;
- To provide the personal and educational support needed if learners are to pursue their aims within the framework of the course.

TARGET LEARNERS

- Adults who, because of social, educational or individual circumstances, were unable to participate in or benefit from initial education.

- Adults from groups under-represented in higher education.
- Adults seeking a change of direction because of unemployment or lack of career opportunities in their previous field and who have a demonstrable interest in entering a profession within the Sciences.

POTENTIAL PROGRESSION ROUTES

Learners primarily progress to Higher Education study in areas related to Science. These may include some of the following areas of Degree level study: Aerospace Engineering, Biochemistry, Biomedical Sciences, Chemical Engineering, Chemistry, Civil Engineering, Construction, Dental Science and Oral Science, Ecology and Conservation, Electrical Engineering, Genetics, Human Nutrition, Marine Biology, Nutrition and Food Science, Optometry, Paramedical Sciences, Pharmacology, Physics, Physiotherapy, Podiatry, Psychology, Radiography, Science, Sports Science, Veterinary Medicine and a wide range of combined and related degrees.

PROGRESSION AGREEMENTS

OCN London works with local universities to develop progression agreements that benefit all its providers and learners. The following agreements are in place:

- London South Bank University (Partnership agreement)
- Goldsmiths, University of London (Progression agreement)
- St Mary's University, Twickenham (Progression agreement)
- The Institute of Banking and Finance (Progression agreement)
- University of East London (Partnership agreement)

Further information about each agreement can be found here on the OCN London website.

ENTRY GUIDANCE

There are no centrally specified formal requirements for qualifications on entry; however there is usually the expectation that the learner will have literacy, communication skills and numeracy at Level 2 or above. In addition to this, it is likely that learners will need to hold GCSEs at grade 9-5/4 (A*-C) in English, Maths and Science, as these qualifications usually form part of the entry requirements for the degree courses that learners progress to. Due to the broad range of progression routes available, learners should be strongly advised to contact HE institutions to confirm specific entry requirements onto their chosen degree courses.

GUIDED LEARNING HOURS

The Access to HE Diploma represents 600 notional Guided Learning Hours (GLH) with courses generally delivered in 450 GLH. This may vary between centres and may depend on whether the course is being delivered through blended learning. It is expected a centre delivering the course will clearly outline the intended delivery in terms of total hours and how this is broken down weekly over the period of study.

DIPLOMA RESOURCES

The minimum required resources for this Diploma include:

- Access to a Science lab
- Access to IT facilities with specialist software as appropriate.
- Access to learning resources and online facilities.
- Access to VLE or other system, such as Microsoft Teams, Google Classroom.
- Access to resources for specialist learner support and reasonable adjustments.

- The same level of facilities and resources should be available at each site where the Diploma is delivered.

STAFFING REQUIREMENTS

- Staff delivering, assessing or internally moderating on the Access to HE course must have the professional competence and level of subject expertise necessary to deliver and assess the units available on the Diploma. They should be qualified at Level 4 or above in the named subject, or in a discipline that includes the subject. For example, a tutor with a Social Science degree may be able to teach both Psychology and Sociology.
- Staff should have or be working towards a teaching qualification.
- Staff should have knowledge and understanding of the Access to HE Diploma, including QAA regulations, AVA assessment regulations, the QAA Grading Scheme and the Rules of Combination.
- New staff should be inducted to ensure that they have sufficient information to deliver, assess or internally moderate on the Diploma competently.
- It is desirable that teachers have personal practice experience.

ASSESSMENT

Assessment Mechanisms

The Access to HE Diploma assessment mechanism incorporates:

- Assessment tasks which are designed and set by the Centre
- Internal assessment of learner work
- Internal and external moderation of assessment.

There are no additional external assessments for this Diploma.

Recommended Methods of Assessment

The recommended assessment methods for this Diploma should include a variety of methods which take into consideration the target learners for this Diploma and the appropriateness for the units being assessed. Assessment methods should be valid, reliable, and inclusive and assure equity.

The following assessment methods could be used to assess the units within this Diploma. Please note, it is expected that at least part of one unit is assessed by formal examination taken under timed conditions.

- Case studies
- Oral presentation
- Practical tasks/demonstrations
- Question and answer (written and oral)
- Tests/exams with seen or unseen papers
- Tutor observation
- Worksheets
- Written assignments
- Written essays/reports

This is not an exhaustive list and other methods could be selected with agreement from either OCN London or the Centre Moderator.

RULES OF COMBINATION

To be awarded the Access to Higher Education Diploma (Science) learners must achieve a total of 60 credits comprising of:	
Credits required from graded academic subject content units at Level 3	45
Credits required from ungraded units at Level 3 or Level 2	15
Total Credits required	60

Learners must also meet the following Rules of Combination:

Rule: Units in	Status	Mandatory Credits (see below)	From Optional Credits	Total Credits
Study Skills	Ungraded	6 @ L3	9 @ L2 or L3	15
Subject Specific Units	Graded	3 @ L3	42 @ L3	45

ADDITIONAL INFORMATION

Recognition of Prior Learning (RPL)

Overall, the total proportion of credits awarded or exempted through either credit transfer and/or recognition of prior learning must not exceed 30 credits (that is 50 per cent of the credits required for the achievement of the Diploma).

Barred Combinations of Units

Where unit content between units overlaps by more than 25% of the learning outcomes this would represent an excluded combination of units.

Information on barred combinations for this Diploma can be found on pages 8.

APPROVED UNITS

Mandatory Units

Unit ID	Unit Name	Level	Credits
CBB803	Sourcing and Reading Information **(ungraded)**	L3	3
CBB804	Report Writing **(ungraded)**	L3	3
CBB594	Algebra **(graded)**	L3	3

Study Skills (ungraded)

Unit ID	Unit Name	Level	Credits
CBA785	Examination Skills: Preparing for and Succeeding in an Examination	L3	3
CBA851	Note-taking and Note-making	L3	3
CBB392	Preparation for Higher Education	L3	3
CBA794	Reading and Comprehension of Scientific Writing	L3	3
CBB805	Speaking and Listening Skills	L3	3
CBB428	Use and Comprehension of Numerical Data	L3	3
CBA788	Using Information Technology	L3	3
CBA855	Writing and Delivering Seminar Papers	L3	3
CBA856	Writing Standard English	L3	3

Subject Specific Units (graded)

Biology			
Unit ID	**Unit Name**	**Level**	**Credits**
CBB071	Anatomy and Physiology	L3	6
CBB548	Biological Molecules and Enzymes*	L3	6
CBB556	Blood*	L3	3
CBB508	Cells	L3	3
CBB550	Disease and Immunity	L3	6
CBB551	Environmental Biology	L3	3
CBB552	Environmental Science Techniques	L3	3
CBB553	Genes and Inheritance	L3	3
CBB032	Homeostasis and Controlling Factors in the Body*	L3	3
CBB302	Human Tissues and Systems	L3	3
CBB582	Microbiology and Biotechnology	L3	6
CBB554	Nutrition, Digestion and Excretion*	L3	6
CBB555	Photosynthesis and Respiration	L3	3
CBB557	The Cardiovascular System*	L3	3
CBB558	The Digestive System*	L3	3

CBB559	The Endocrine System	L3	3
CBB560	The Musculoskeletal System	L3	3
CBB062	The Nervous System*	L3	3
CBB561	The Reproductive System	L3	3
CBB562	Transport and Respiration*	L3	6

Chemistry			
Unit ID	**Unit Name**	**Level**	**Credits**
CBB573	Acid-Base Equilibria	L3	3
CBB574	Action and Uses of some Common Types of Drugs	L3	6
CBB576	Biological Chemistry*	L3	3
CBB577	Chemical Bonding*	L3	3
CBB578	Chemical Energetics	L3	3
CBB579	Chemical Kinetics	L3	3
CBB580	Matter: Particles and Formulae*	L3	3
CBB583	Organic Chemistry – Aliphatic Compounds*	L3	3
CBB584	Organic Chemistry – Functional Groups Containing Oxygen*	L3	3
CBB585	Organic Chemistry – Reactions and Mechanisms*	L3	3
CBB588	Periodic Trends	L3	3
CBB589	Redox Reactions	L3	3
CBB590	Structure and Properties of Biological Molecules	L3	3
CBB591	Structure, Bonding and the Periodic Table*	L3	3
CBB592	The Chemistry of Aqueous Solutions	L3	3
CBB586	The Chemistry of Organic Compounds*	L3	6
CBB575	The Mole Concept	L3	3
CBB593	Transition Metals	L3	3

Physics			
Unit ID	**Unit Name**	**Level**	**Credits**
CBB563	Applications of Health Physics	L3	3
CBB566	Atomic Physics	L3	3
CBB567	Electricity	L3	3
CBB568	Electric and Magnetic Fields*	L3	3
CBB028	Fields in Physics*	L3	3
CBB564	Medical Imaging	L3	3
CBB569	Motion, Energy and Forces	L3	3
CBB570	Properties of Matter	L3	3
CBB571	Thermal Properties of Matter	L3	3
CBB572	Waves	L3	3

Mathematics			
Unit ID	Unit Name	Level	Credits
CBB604	Arithmetic and Algebraic Methods	L3	3
CBB599	Calculus*	L3	6
CBB597	Differentiation and Integration *	L3	3
CBB601	Data Analysis and Probability*	L3	3
CBB600	Data Analysis and Descriptive Statistics*	L3	3
CBB595	Functions and Graphs	L3	3
CBB602	Handling Scientific Data	L3	3
CBB603	Numerical Methods	L3	3
CBB605	Trigonometry	L3	3
CBB606	Vectors and Matrices	L3	3

Psychology			
Unit ID	Unit Name	Level	Credits
CBB692	Attachment Theory	L3	3
CBB693	Biological Psychology	L3	3
CBB699	Health Psychology*	L3	3
CBB700	Human Memory	L3	3
CBB701	Introduction to Psychology	L3	3
CBB705	Mental Health Conditions	L3	3
CBB706	Psychological Research: Sources and Ethics	L3	3
CBB707	Stress and Health*	L3	3

Experimental and Practical Work			
Unit ID	Unit Name	Level	Credits
BZS884	Laboratory Skills*	L3	3
CBA774	Planning and Conducting a Scientific Investigation*	L3	3
CBA795	Practical Scientific Project*	L3	6

BARRED COMBINATIONS

* The following units constitute barred combinations within this Diploma title and must not be delivered together on the same course.
Biology
Transport and Respiration is barred with **Blood** and **The Cardiovascular System** **Homeostasis and Controlling Factors in the Body** is barred with **The Nervous System** **Nutrition, Digestion and Excretion** is barred with **The Digestive System**
Chemistry
Chemical Bonding is barred with **Matter: Particles and Formulae** **Structure, Bonding and the Periodic Table** is barred with the following units: • **The Mole Concept** • **Matter: Particles and Formulae** **The Chemistry of Organic Compounds** is barred with the following units: • **Organic Chemistry – Aliphatic Compounds** • **Organic Chemistry – Functional Groups containing Oxygen** • **Organic Chemistry – Reaction and Mechanisms**
Biology /Chemistry
Biological Molecules and Enzymes is barred with **Biological Chemistry**
Physics
Electric and Magnetic Fields is barred with **Fields in Physics**
Maths
Calculus is barred with **Differentiation and Integration** **Data Analysis and Descriptive Statistics** is barred with **Data Analysis and Probability**
Psychology
Health Psychology is barred with **Stress and Health**
Experimental and Practical Work
Providers may only select **ONE** unit from this module as part of their Access to HE Science Diploma course.

GUIDANCE AND SUPPORT MATERIALS:

OCN London devised assignment briefs are available for the following units:

Study Skills

Examination Skills: Preparing for and Succeeding in an Examination
Sourcing and Reading Information
Note-taking and Note-making
Preparation for Higher Education
Reading and Comprehension of Scientific Writing
Report Writing
Speaking and Listening Skills
Writing and Delivering Seminar Papers
Writing Standard English

Subject Specific Units

Algebra
Anatomy and Physiology
Atomic Physics
Attachment Theory
Biological Chemistry
Blood
Cells
Chemical Kinetics
Disease and Immunity
Electricity
Fields in Physics
Handling Scientific Data
Homeostasis and Controlling Factors in the Body
Human Tissues and Systems
Introduction to Psychology
Matter: Particles and Formulae
Medical Imaging
Mental Health Conditions
Motion, Energy and Forces
Nutrition, Digestion and Excretion
Properties of Matter
Blood
The Cardiovascular System
The Mole Concept
The Reproductive System
Thermal Properties of Matter
Waves

Online Learning Materials

The following online support materials are available:

Cells
Sourcing and Reading Information
Note-taking and Note-making
Preparation for Higher Education
Writing Standard English

These online learning materials can be used as part of your teaching or an induction to the course. It is expected that the learners will still receive teaching on these topics and assignments must be set for them by their tutor and assessed by the centre.

The courses can be accessed via the OCN London website or incorporated into your own VLE or online delivery systems. If you have any queries, please contact Sarah Francis (sarah@ocnlondon.org.uk)

All OCN London devised assignment briefs can be found in the Access Centre Area on the OCN London website (login required).

Further resources and guidance including tutor guidance documents, marketing materials, forms, templates and checklists can be found in the above area of the website (login may be required).

If you are interested in delivering this Diploma, please contact Michelle Wood (Access to HE Development Co-ordinator) at michelle@ocnlondon.org.uk.