

## DEFENCE INSTRUCTIONS AND NOTICES

(Not to be communicated to anyone outside HM Service without authority)

**Title:** Newcastle Business School Diploma of Higher Education (Dip HE) in Applied Management

**Audience:** All Army Personnel who have supervisory experience at Corporal or above.

**Applies:** Immediately

**Expires:** When replaced

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**Content:** Application procedure for the Diploma HE in Applied Management.

**Sponsor:** HQ DETS(A)

**Contact:** Army Accreditation Cell, HQ DETS(A), Trenchard Lines, Upavon, PEWSEY, Wiltshire, SN9 6BE. Upavon Mil (94344) 8732/8107

## **NEWCASTLE BUSINESS SCHOOL (NBS)**

### **DIPLOMA OF HIGHER EDUCATION (DIP HE) IN APPLIED MANAGEMENT**

#### **General**

The programme is based within Northumbria University's Newcastle Business School (NBS). To find out more about Northumbria University go to [www.northumbria.ac.uk](http://www.northumbria.ac.uk) Based on the Learning through Work (LtW) Degree Concept, Newcastle Business School has developed the first two stages of a work-based degree programme for the Army. The Diploma of Higher Education (Dip HE) is equal to 240 university credit points and covers the first two stages of a programme of work that can lead to a full Honours Degree (360 points). The key to this programme is the work-based element where the student is required to produce a work-based project that will involve discussion and agreement from the individual's Commanding Officer.

The course is delivered on-line. Each student is assigned a personal tutor who will provide support and guidance. Students will also be able to access on-line facilities through Army Learning Centres. Each student will receive a CD-ROM of the core material providing flexibility for study whilst on deployments, or at any other times when there is no access to the Internet. The structure and content of the course is available from NBS and a summary can be seen in the Soldiers' Guides to Accreditation, available electronically through the Army Library Service 'ALIS' or in hard copy, for reference, from Army Education Centres.

The course can take up to 4 years of part time study if you wish to complete all stages of the Diploma, but fewer years with exemptions. The average commitment is 8 – 10 hours per week of private study. All modules can be studied at the student's own pace, however each student will be required to meet certain deadlines for the completion and submission of work. Flexibility, however, is inherent in the scheme to allow for periods of absence as a result of work commitments. There is additional flexibility for students who have to delay or interrupt their studies as a result of unforeseen operational or personal events. However, assignments must meet the set submission dates in each semester. These details are available in the course handbook

The Dip HE in Applied Management is a free-standing award. However, on completion of a further 2 years work it also provides an opportunity for progression to a full Honours degree. The course is open to anyone who has supervisory experience at the rank of Cpl or above. No formal academic qualifications are required as this course recognises the managerial experience held by SNCOs and WOs and aims to relate their practical experiences to an appropriate level of management theory. All potential students have to be interviewed by an Education Officer in order to gain advice on their suitability for the course. Eligible personnel can use Enhanced Learning Credits. SLC or IRTC cannot be claimed against this cost.

#### **ACCREDITATION OF PRIOR LEARNING**

Accreditation of Prior Learning (APL) is available for soldiers who have completed EFP2, SNCO CLM or WO CLM. EFP2 students gain advance credit (20 points – 200 hours of study) and are exempt one full module of the course. For applicants with appropriate managerial experience it may be possible to APEL to the third year of study, further information about the process is available on the website at [www.lookingforsomethingmore.ac.uk](http://www.lookingforsomethingmore.ac.uk) A copy of the APEL Application and checklist can be obtained from NBS.

## **APPLICATION DETAILS**

Enrolment for this programme is in September (or January, where demand is sufficient) and individuals are advised to arrange an interview with an Education Officer or IERO to gain advice on their suitability for the course and work expectations.

Course dates and closing dates for applications are published on the website at [www.lookingforsomethingmore.ac.uk](http://www.lookingforsomethingmore.ac.uk)

## **FOR FURTHER INFORMATION PLEASE CONTACT**

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