

Programme Regulations

PgCert Interpretation and Clinical Application of Genomic Data

For students entering the programme in September 2014

(Approved by Senate 9.06.14)

Title

The programme of study shall lead to the award of PgCert Interpretation and Clinical Application of Genomic Data by part-time study.

Awarding body

The awarding body is St George's Hospital Medical School, a constituent College of the University of London.

Stand-alone modules

Suitably qualified applicants will be eligible to enrol on modules available within the PgCert on a stand-alone basis with the exception of the Personal and Professional Development Portfolio module.

Responsible Committee

The Course Committee is responsible for the delivery of the PgCert Interpretation and Clinical Application of Genomic Data. The Course Committee is responsible to the Taught Postgraduate Courses Committee (TPCC) for quality monitoring.

Entrance Requirements

Applicants to the PgCert will be required to:

Hold a national training number (NTN) in Clinical Genetics

Or

Hold a substantive consultant post in Clinical Genetics.

Clinicians from other specialties and Clinician Scientists may apply for individual modules for Continuing Professional Development (CPD) accreditation purposes. Clinicians and Clinician

Scientists admitted to one or more module(s) on this basis will not be eligible to transfer to the PgCert and will not be required to meet the PgCert entrance requirements.

Admissions Policy

The Course Committee shall agree, and from time to time prescribe changes to, the admissions policy. The Course Director is responsible for determining who is eligible for admission to the programme within this policy.

The admissions policy shall be made in accordance with St George's Equal Opportunities Policy and Statement on Students with Disabilities.

Advanced Standing and Credit Transfer

There is no facility for applicants to be admitted to the PgCert with advanced standing.

Period of Study

The minimum period of study is 24 months by part time study.

The maximum period of study is 48 months by part time study.

A student who wishes to request an extension to the maximum period of study shall do so in accordance with the procedure prescribed by Senate (see 4.13 *General Regulations*).

Programme Structure

The PgCert has a modular structure and comprises the following core level 7 modules:

- Understanding Genetic Technologies (15 credits)
- Clinical Interpretation of Genomic Data (15 credits)
- Communication of Genetic Information and Ethics (15 credits)
- Personal and Professional Development Portfolio (15 credits)

Assessment

A combination of course work assignments, MCQ examinations, Observation of Procedures, presentations and a portfolio are prescribed for the modules and will be detailed in the module descriptors and relevant module handbooks.

Generic criteria for marking academic assessments will be published and set out in the Student Handbook.

Candidates will be given an overall for each module, taking into account the weightings of the elements prescribed in the Scheme of Assessment, the module descriptors and relevant module handbooks.

The Course Committee shall agree, and from time to time make changes to, the Scheme of Assessment for the course. The Scheme of Assessment shall be approved by the Taught Postgraduate Courses Committee.

Students are required to make a serious attempt at all the assessments specified in the Student Handbook. Course work must be submitted by the deadlines specified in the relevant module handbook unless written permission for an extension is given.

The Board of Examiners will determine whether a student's progress is sufficient to merit the award of credit for each module completed.

The Board of Examiners will determine at the end of the year whether a student's progress in first year assessments is sufficient to permit progression to the second year of the programme. Examiners will determine at the end of the programme whether a student's progress is sufficient to merit the award of the qualification for which the student has registered.

Re-Entry to Assessments

Students are entitled to two attempts at each assessment.

Course work assignments must normally be resubmitted within the timescales specified in the Scheme of Assessment. Grades for resubmitted course work will be limited to a bare pass.

Students are required to pass each core module to complete the course. Students who persistently fail to submit course work by the deadlines specified may have their registration terminated.

Awards

Candidates for the award of the PgCert Interpretation and Clinical Application of Genomic Data must obtain a pass in the all modules.

Distinctions and Merits

The PgCert Interpretation and Clinical Application of Genomic Data is awarded without merit or distinction.

Date of award

The date of award of the qualification for successful students will be the date of the Board of Examiners' meeting at which their final result is determined.

Board of Examiners

A Board of Examiners shall be appointed annually to serve from 1 October – 30 September with membership agreed by the Course Committee and approved by Senate. This membership shall include the Course Director, Chair of the Board (who shall not be the Course Director) and at least three other internal examiners (as defined in General Regulations 8.2.1.) deemed appropriate. At least one external examiner will be appointed each year as a member of the Board. Assessors may be invited to attend the Board where appropriate. The Director of Academic Administration (Postgraduate) or his/her nominee shall act as secretary to the Board.

The Board of Examiners shall have the power to determine all final marks awarded to students, to decide on students' progression within the course, to decide on the award of degrees, diplomas, certificates, merits and distinctions, and to make recommendations concerning changes to the Scheme of Assessment where necessary. The Board of Examiners shall meet at least once a year to fulfil these purposes.

Students enrolled on this programme are bound by the General Regulations in force at the time.