

School's Response to Recommendations (AUDIT OF PROGRAMMES)

Programme Titles:

SG_BINSU_H08 Bachelor of Arts (Honours) in Business in Insurance Practice Level 8

Attendance:

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Aoife Currid (note taker), School of Engineering

Date:

17th November 2016

Recommendations	Response to recommendations
<p>1. Entry requirements clearly defined and stated</p>	<p>Entry Requirements to Year 1 There are a number of different ways to satisfy the entry requirements. The most common method is through the Irish Leaving Certificate exams. However, students may also satisfy the entry requirements by having FETAC qualifications, by being a mature student or having other qualifications, such as GCEAS, A2, AVCE, Double Award, BTEC, etc.</p> <p>Irish Leaving Certificate Requirements Honours Degree/Level 8 - A minimum of 4 grade Ds at Ordinary Level and 2 Grade C3 at Higher Level. Leaving Certificate subjects must include Mathematics and English or Irish. - An E grade in Higher Level Mathematics, and a B2 in Foundation Mathematics is a minimum entry requirement. A minimum of 140 points is required for entry to all Level 8 courses.</p> <p>FETAC Awards and Entry The minimum entry requirements for graduates of FETAC (Level 5 or 6) awards to an Honours Degree Course (NFQ Level 8) is a full cognate FETAC (Level 5 or 6) award to include distinction grades in at least three components. For entry to the majority of courses a full award may be accumulated over more than one academic year. In such cases it is the responsibility of the applicant to apply to FETAC for a full award. However, for entry to certain courses an award achieved in a single sitting may be required. All FETAC awards are part of the Common Awards System, or CAS, from 2014. A full FETAC Level 5 or 6 major award will have a minimum credit value of 120. Component awards, or</p>

	<p>achievement of less than 120 credits, do not constitute a full award. Some applicants will combine components achieved prior to the introduction of CAS with others which are part of CAS. Level 5 and 6 (NCVA) Certificates, i.e. major awards, achieved before the introduction of CAS are also scored according to the system outlined above. All FETAC Level 5 and Level 6 awards will be scored using the best 120 credits to deliver a maximum of 400 points regardless of whether they were achieved before or after the introduction of CAS.</p> <p>Mature Students Mature' applicants (defined as who are over 23 on January 1st of the year of entry), do not require the above minimum entry requirements and acceptance will be based on experiential learning, commitment to course objectives and an interview.</p> <p>Recruitment to programme As the apprentices are employed by their sponsoring company, the employer / industry will recruit the apprentices. The company may use a variety of additional tools to assist in the recruitment process.</p>
2. It is recommended that the any changes to the new Apprenticeship legislation be reflect in Programme documentation.	<i>As changes are still ongoing as the guidelines mature, any changes will be reflected in the programme documentation.</i>
3. Reading list within module description are updated and properly referenced	<i>The reading lists were modified as required.</i>
4. Capstone project in award year be on a topic related to insurance	<p><i>The capstone project module was amended appropriately.</i></p> <p>Short Description modified Capstone Project / Final year BA (Hons) in Insurance Practice The goal is to put one's theoretical knowledge and research knowledge to practical test by carrying out an independent piece of research, (albeit guided with a supervisor) to produce a piece of research that makes a significant contribution to solving a problem and expanding the knowledge base in the specific discipline. The capstone project will be in an insurance related topic, and / or related to the student's workplace.</p> <p>The indicative syllabus was modified as follows The module requires students to undertake a piece of independent closely guided research. It allows students to apply the techniques taught in specialist subjects to an academic investigation of a topic of their choosing. The output of this module will be a dissertation of at least 10,000 words. This research project will be on a topic related to insurance and / or related to the student's workplace.</p>
5. Module titles be reviewed e.g. LAW08014 module deletion of word Introduction	<i>Law08014 – title changed to Business Law for Insurance Practice</i>
6. That the embedded Industry qualifications be clearly stated in the Programme documentation	<i>A section was added to the programme documentation as follows:- Embedded awards</i>

This programme is aligned to the Professional Award-type Descriptors (Award Class: Professional) For the Alignment of Professional Awards at NFQ Level 8.

The following Insurance Institute of Ireland qualifications are embedded into the programme as follows: -

- Year 1 - Professional Certificate in Insurance (APA)
- Year 2 - Professional Diploma in Insurance (CIP)

Graduates of the programme will be able to progress to the following professional qualifications.

- Management Diploma in Insurance (MDI)
- Advanced Diploma in Insurance (ACII)
- CII Advanced Diploma
- CII Fellowship

It is anticipated that It Sligo will develop and validate graduate opportunities at level 9 for graduates of the programme.

Details of the embedded awards.

Professional Certificate in Insurance (APA)

This is the entry level qualification on the III's framework and is ideal for New Entrants to secure their regulatory license and meet the requirements of the Central Bank's MCC.

The III awards the professional APA designation for the three main non-life insurance product categories:

- personal general insurance (PDI-03 module)
- commercial general insurance (PDI-04 module)
- private medical insurance (PDI-05 module)

Designation

The term designation refers to the letters graduates are entitled to use after their name following successful completion of a qualification i.e. Jane Smith, APA (Commercial General Insurance).

The Professional Certificate in Insurance's associated designation is APA.

The APA designation is effectively a regulatory license and once awarded it must be maintained through CPD in line with the requirements of the Central Bank of Ireland's Minimum Competency Code 2011 (MCC).

Qualification

The academic qualification is the Professional Certificate in Insurance, which is a level 7 certificate on the National Framework of Qualifications (NFQ).

It is awarded by UCD through the Institute of Banking in Ireland College of Professional Finance.

This qualification will be reached when students have completed the following modules:-

Compulsory: -

- The nature of Insurance
- Compliance and Advice

Elective (One of):-

- Personal General Insurance
- Commercial General Insurance
- Private Medical Insurance

	<p>Students will complete two of the optional modules (Personal General Insurance and Commercial General Insurance) as part of the Ba (Hons) in Insurance Practice.</p> <p>Professional Diploma in Insurance (CIP)</p> <p>While the Professional Certificate in Insurance (APA) is the entry level and minimum requirement for compliance, the Professional Diploma in Insurance (CIP) is the benchmark qualification on the III's framework. This expected standard across the industry equips graduates with the competencies to be competitive.</p> <p>APA modules make up 50% of the Professional Diploma in Insurance (CIP), so once you've been awarded that designation, just three more modules stand between you and the industry standard.</p> <p>Designation</p> <p>The term designation refers to the letters graduates are entitled to use after their name following successful completion of a qualification i.e. Jane Smith, CIP</p> <p>The Professional Diploma in Insurance's associated designation is CIP.</p> <p>Once accepted the CIP designation must be maintained through CPD in line with the compliance requirements of the MCC.</p> <p>Qualification</p> <p>The academic qualification is the Professional Diploma in Insurance, which is a level 7 certificate on the National Framework of Qualifications (NFQ). It is awarded by UCD through the Institute of Banking in Ireland College of Professional Finance.</p> <p>This qualification will be reached when students have completed the following modules: -</p> <p>Compulsory: -</p> <ul style="list-style-type: none"> • The nature of Insurance • Compliance and Advice • Practice of Risk Control and Underwriting • Practice of Claims and Loss Adjusting <p>Elective (Two of):-</p> <ul style="list-style-type: none"> • Personal General Insurance • Commercial General Insurance • Private Medical Insurance
<p>7. The role and the appointment of Extern Examiners to be reflected in the Programme Documentation</p>	<p><i>An extract from the relevant section of the institute quality manual was appended to the programme documentation.</i></p>

Conditions	Response to Conditions
<p>1. Ensure the inclusion of L6 and L7 modules in Year 1 and 2 two years is compliant with QQI standards. If not these modules should be rewritten to</p>	<p><i>Clarification was sought from QQI and the following extract from the response received: - below the level of the modules concerned in</i></p>

appropriate level.	<i>terms of learning outcomes (as opposed to, say, their mere sequencing within a more comprehensive programme) should be directly interrogated to confirm that the learners will be able for the demand posed by the modules concerned. This kind of contextual judgment ultimately trumps formulaic transfer rules within validation activity. Looking at the UCD course catalogue these modules appear to be listed at UCD level 1 (i.e. first year) with correspondingly HE introductory level learning outcomes. I'm not sure I would read too much into the translation of this into NFQ level 7 with respect to these modules.</i> Email 20 th May 2016 <i>Following this clarification the programme as it is currently designed meets the relevant QOI standards.</i>
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All recommendation reviewed by the Quality Manager and this concludes the QA process.

Annica Rasmak,
Education Development and Quality Manager

__17/11/2016__

Date