



QUALIFI

SUCCESS THROUGH LEARNING
RECOGNISED WORLDWIDE

QUALIFI Level 4 Diploma in Law (610/1091/1)

Qualification Specification

March 2023

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About QUALIFI

QUALIFI is recognised and regulated by Ofqual (Office of Qualifications and Examinations Regulator). Our Ofqual reference number is RN5160. Ofqual regulates qualifications, examinations, and assessments in England.

As an Ofqual recognised Awarding Organisation, QUALIFI is required to carry out external quality assurance to ensure that centres approved for the delivery and assessment of QUALIFI's qualifications meet the required standards.

Why Choose QUALIFI Qualifications?

QUALIFI qualifications aim to support learners to develop the necessary knowledge, skills and understanding to support their professional development within their chosen career and or to provide opportunities for progression to further study.

Our qualifications provide opportunities for learners to:

- apply analytical and evaluative thinking skills
- develop and encourage problem solving and creativity to tackle problems and challenges
- exercise judgement and take responsibility for decisions and actions
- develop the ability to recognise and reflect on personal learning and improve their personal, social, and other transferable skills.

Support for the Qualification Development

During the development of this qualification QUALIFI consults with a range of employers, providers, and existing centres where applicable, to ensure rigor, validity, and demand for the qualification and to ensure that the development considers the potential learner audience for the qualification and assessment methods.

Equality and Diversity

QUALIFI's qualifications are developed to be accessible to all learners who are capable of attaining the required standard. QUALIFI promotes equality and diversity across aspects of the qualification process and centres are required to implement the same standards of equal opportunities and ensure teaching and learning are free from any barriers that may restrict access and progression.

Learners with any specific learning need should discuss this in the first instance with their approved centre who will refer to QUALIFI's Reasonable Adjustment and Special Consideration Policy.

Qualification Title and Accreditation Number

This qualification has been accredited to the Regulated Qualification Framework (RQF) and has its own unique Qualification Accreditation Number (QAN). This number will appear on the learner's final certification document. Each unit with the qualification has its own RQF code. The QAN for this qualification is as follows:

QUALIFI Level 4 Diploma in Law 610/1091/1

Qualification Aims and Learning Outcomes

Aims of the QUALIFI Level 4 Diploma in Accounting and Finance

The aim of the QUALIFI Level 4 Diploma in Law is to provide learners the opportunity to acquire a broad range of knowledge and understanding and develop a range of skills essential for a successful career in law. There is also the opportunity to progress to a higher-level qualification in law. The suite of qualifications in this sector will aim to provide the underpinning knowledge of the law contributing to preparation for the Solicitor' Qualifying Examination

Successful completion of the QUALIFI Level 4 Diploma in Law provides learners with the opportunity to progress to further study or employment.

Learning Outcomes of the QUALIFI Level 4 Diploma in Law.

The overall learning outcomes of the qualification are for learners to:

1. Understand the principles of formation of legal agreements.
2. Understand aims and general principles of criminal law.
3. Understand the sources of law.
4. Understand the features of the UK constitution.

The learning outcomes and assessment criteria for each unit are outlined in the Unit Specifications.

Delivering the Qualification

External Quality Assurance Arrangements

All centres are required to complete an approval process to be recognised as an approved centre. Centres must have the ability to support learners. Centres must commit to working with QUALIFI and its team of External Quality Assurers (EQAs). Approved Centres are required to have in place qualified and experienced tutors, all tutors are required to undertake regular continued professional development (CPD).

Approved centres will be monitored by QUALIFI External Quality Assurers (EQAs) to ensure compliance with QUALIFI requirements and to ensure that learners are provided with appropriate learning opportunities, guidance, and formative assessment.

QUALIFI's guidance relating to invigilation, preventing plagiarism and collusion will apply to centres.

QUALIFI, unless otherwise agreed:

- sets all assessments;
- moderates' assessments prior to certification;
- awards the final mark and issues certificates.

Learner Induction and Registration

Approved Centres should ensure all learners receive a full induction to their study programme and the requirements of the qualification and its assessment.

All learners should expect to be issued with the course handbook, a timetable and meet with their personal tutor and fellow learners. Centres should assess learners carefully to ensure that they are able to meet the requirements qualification and that if applicable appropriate pathways or optional units are selected to meet the learner's progression requirements.

Centres should check the qualification structures and unit combinations carefully when advising learners. Centres will need to ensure that learners have access to a full range of information, advice, and guidance to support them in making the necessary qualification and unit choices. During recruitment, approved centres need to provide learners with accurate information on the title and focus of the qualification for which they are studying.

All learners must be registered with QUALIFI within the deadlines outlined in the QUALIFI Registration, Results and Certification Policy and Procedure.

Entry Criteria

Approved Centres are responsible for reviewing and making decisions as to the applicant's ability to complete the learning programme successfully and meet the demands of the qualification. The initial assessment by the centre, will need to consider the support that is readily available or can be made available to meet individual learner needs as appropriate.

The qualification has been designed to be accessible without artificial barriers that restrict access, for this qualification applicants must be aged 18 or over.

In the case of applicants whose first language is not English, then IELTS 6 (or equivalent) is required. International qualifications will be checked for appropriate enrolment to UK higher education postgraduate programmes where applicable. The applicants are normally required to produce two supporting references, at least one of which should preferably be academic.

Recognition of Prior Learning

Recognition of Prior Learning (RPL) is a method of assessment (leading to the award of credit) that considers whether learners can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess, and so do not need to develop through a course of learning.

QUALIFI encourages centres to recognise learners' previous achievements and experiences whether at work, home or at leisure, as well as in the classroom. RPL provides a route for the recognition of the achievements resulting from continuous learning. RPL enables recognition of achievement from a range of activities using any valid assessment methodology. Provided that the assessment requirements of a given unit or qualification have been met, the use of RPL is acceptable for accrediting a unit, units, or a whole qualification.

Evidence of learning must be valid and reliable. For full guidance on RPL please refer to QUALIFI's *Recognition of Prior Learning Policy*.

Data Protection

All personal information obtained from learners and other sources in connection with studies will be held securely and will be used during the course and after they leave the course for a variety of purposes and may be made available to our regulators. These should be all explained during the enrolment process at the commencement of learner studies. If learners or centres would like a more detailed explanation of the partner and QUALIFI policies on the use and disclosure of personal information, please contact QUALIFI via email support@QUALIFI-international.com

Learner Voice

Learners can play an important part in improving the quality through the feedback they give. In addition to the on-going discussion with the course team throughout the year, centres will have a range of mechanisms for learners to feed back about their experience of teaching and learning.

Professional Development and Training for Centres

QUALIFI support its approved centres with training related to our qualifications. This support is available through a choice of training options offered through publications or through customised training at your centre.

The support we offer focuses on a range of issues including:

- planning for the delivery of a new programme
- planning for assessment and grading
- developing effective assignments
- building your team and teamwork skills
- developing learner-centred learning and teaching approaches
- building in effective and efficient quality assurance systems.

Please contact us for further information.

Progression and Links to other QUALIFI Programmes

Completing the **QUALIFI Level 4 Diploma in Law** will enable learners to progress to:

- QUALIFI Level 5 Diploma in Law.
- QUALIFI Level 5 Diploma in related areas.
- Employment in an associated profession.

Qualification Structure and Requirements

Credits and Total Qualification Time (TQT)

The QUALIFI Level 4 Diploma in Accounting and Finance is made up of 120 credits which equates to 1200 hours of TQT.

Total Qualification Time (TQT): is an estimate of the total amount of time that could reasonably be expected to be required for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a qualification.

Examples of activities that can contribute to Total Qualification Time include: guided learning, independent and unsupervised research/learning, unsupervised compilation of a portfolio of work experience, unsupervised e-learning, unsupervised e-assessment, unsupervised coursework, watching a prerecorded podcast or webinar, unsupervised work-based learning.

Guided Learning Hours (GLH): are defined as the time when a tutor is present to give specific guidance towards the learning aim being studied on a programme. This definition includes lectures, tutorials, and supervised study in, for example, open learning centres and learning workshops, live webinars, telephone tutorials or other forms of e-learning supervised by a tutor in real time. Guided learning includes any supervised assessment activity; this includes invigilated examination and observed assessment and observed work-based practice.

Rules of Combination for QUALIFI Level 4 Diploma in Law

All Units are mandatory.

Unit Reference	Mandatory Units	Level	Credit	GLH	TQT
T/650/3137	Contract Law	4	30	180	300
Y/650/3138	Criminal Law	4	30	180	300
A/650/3139	Legal Methods	4	30	180	300
H/650/3140	Public Law	4	30	180	300
Totals			120	720	1200

Achievement Requirements

Learners must demonstrate they have met all assessment criteria for all units to achieve this qualification. QUALIFI will issue certificates to all successful learners via their registered centres.

Awarding Classification/Grading

This qualification grading is: **Pass/Fail**.

All units will be internally assessed through written assignment, internally marked by the QUALIFI approved centre and subject to external quality assurance by QUALIFI.

Assessment Strategy and Methods

QUALIFI will provide written assessment tasks for each Unit of this qualification. These tasks will address all Learning Outcomes and related Assessment Criteria, all of which must be demonstrated/passed in order to achieve the qualification.

The tasks will enable learners to draw on 'work-related' information and/or examples wherever possible. Some assessment tasks will contain a practical assignment which will require observation by an assessor, see Assessment Guidance for further information.

The assessment tasks will require learners to draw on real organisational information or case studies to illustrate their answers. To support this activity during the programme of learning, centres are required to make sure that they include case studies of relevant organisations and, wherever possible, encourage learners to draw on work-place opportunities to undertake research and investigation to support their learning.

QUALIFI provide a Candidate Workbook for each unit that Learners should use to record their answers and/or cross-reference any supporting evidence relating to a practical task. Approved centres should request a copy of the assessment workbook.

Learner assessments will be internally marked by the Approved Centre and will be subject to external moderation by QUALIFI prior to certification.

Unit Specifications

Unit DL401: Contract Law

Unit code: T/650/3137

RQF level: 4

Unit Aim

This unit aims to equip learners with knowledge and understanding of the key principles of contract law, such as: validity of contract; terms of contract; vitiating elements that affect the validity of the contract; the ways in which the contract can come to an end and remedies for breach of contract available.

Learners will gain an appreciation to the significance of contract law in commercial, consumer and social contexts.

Learning Outcomes and Assessment Criteria

Learning Outcomes	Assessment Criteria
When awarded credit for this unit, a learner will:	Assessment of this learning outcome will require a learner to demonstrate that they can:
1. Understand the principles of formation of agreements contracts	1.1 Distinguish between an offer and an invitation to treat.
	1.2 Identify and explain the legal rules applicable to acceptance of an offer.
	1.3 Assess the requirements for a valid consideration.
2. Understand the rules that govern the content of a contract.	2.1 Compare and contrast terms and representations.
	2.2 Identify the sources of contractual terms.
	2.3 Distinguish between conditions, warranties and innominate terms.
3. Understand the vitiating elements that may affect the validity of a contract.	3.1 Identify the elements of actionable misrepresentation.
	3.2 Differentiate between fraudulent, negligent and innocent misrepresentation.
	3.3 Analyse the development of the doctrine of duress.
4. Understand how a contract	4.1 Explain the different ways in which a contract can be terminated.

can be discharged.	
	4.2 Examine the difference between breach of conditions, warranties and innominate terms.
	4.3 Examine the 'doctrine of frustration.
5. Understand the remedies available for breach of contract.	5.1 Distinguish between liquidated and unliquidated damages.
	5.2 Assess the aim of damageshContract Law.
	5.3 Compare and contrast the different measures used for assessing damages.

Suggested Resources

Mckendrick, E. (2018). Contract Law.

Chen-Wishart, M. (2018). Contract law. Oxford, United Kingdom: Oxford University Press. Copyright.

Whittaker, S. (2011). The Optional Instrument of European Contract Law and Freedom of Contract. European Review of Contract Law, 7(3).

Beale, H.G. and Tallon, D. (2002). Contract law. Oxford England; Portland, Or.: Hart Pub.

Unit DL402: Criminal Law

Unit code: Y/650/3138

RQF level: 4

Unit Aim

This unit will equip learners with knowledge of the general foundations of criminal liability and with understanding of the major types of offences and their constituent elements. The unit aims to enable learners to determine whether specific offences have been committed and whether any defences may be applicable. Learner will explore the aims and nature of criminal law and its function as a protector of the State.

Learning Outcomes, and Assessment Criteria

Learning Outcomes	Assessment Criteria
When awarded credit for this unit, a learner will:	Assessment of this learning outcome will require a learner to demonstrate that they can:
1. Understand aims and general principles of criminal law.	1.1 Evaluate the aims of criminalisation of specific acts and the function of criminal punishment.
	1.2 Analyse the role of public prosecution and criminal standard of proof.
	1.3 Explain capacity to commit a crime.
2. Understand the elements of the different offences against a person	2.1 Analyse the components of murder.
	2.2 Illustrate circumstances giving rise to voluntary and involuntary manslaughter.
	2.3. Assess the nature of non-fatal offences against the person.
3. Understand property offences.	3.1 Explain the components of property offences.
	3.2 Distinguish between lack of honesty under s.2(1) TA 1968 and dishonesty under common law.

	3.3 Compare and contrast robbery with burglary.
4. Understand the general principles of inchoate offences.	4.1 Assess the types of inchoate offences.
	4.2 Explain the meaning of assisting or encouraging crime.
	4.3 Distinguish intention to commit crime from an attempt.
5. Understand the nature and application of defences.	5.1 Examine specific and general defences.
	5.2 Illustrate the defence of insanity, duress, mistake and involuntary intoxication.
	5.3 Illustrate the application of self-defence rule.

Suggested Resources

Jefferson, M. (2015). Criminal law. Boston: Pearson.

Husak, D. (2019). Criminal Law at the Margins. Criminal Law and Philosophy.

Herring, J. (2019). Criminal law. London: Red Globe Press.

Lafave, W.R. (2017). Criminal law. St. Paul, Mn: West Academic Publishing.

Unit DL403: Legal Methods

Unit code: A/650/3139

RQF level: 4

Unit Aim

This unit will equip learners with the knowledge and understanding of the identification, interpretation and analysis of legal sources and materials. The acquired skills will enable the learner to apply the law to the facts of problems in any given legal area, to communicate clearly and persuasively and to reach satisfactory solutions to legal disputes.

Learners will explore fundamental principles and components of the English Legal System, the judiciary and the civil and criminal process and will gain an appreciation of how the main principles underpin all substantive and procedural areas of law.

Learning Outcomes and Assessment Criteria

Learning Outcomes When awarded credit for this unit, a learner will:	Assessment Criteria Assessment of this learning outcome will require a learner to demonstrate that they can:
1. Understand the sources of law.	1.1 Distinguish between primary, secondary and delegated legislations.
	1.2 Explain the hierarchy within statutory sources and the case law.
	1.3 Explain the impact of the Human Rights Act.
	1.3 Explain the way in which organisational policies and procedures inform equality, diversity and inclusive practice.
2. Understand the principles of legal interpretation.	2.1 Explain the doctrine of judicial precedent.
	2.2 Distinguish between binding, non-binding and persuasive decisions.
	2.3 Illustrate the operation of literal Golden and purposive rules of statutory interpretation.
3. Understand the structure of the legal profession, the judiciary, the jury and magistrates.	3.1 Analyse the structure of the criminal and civil courts.
	3.2 Analyse the role of the judiciary and the judicial appointment process.

	3.3 Analyse the function of the jury in criminal trials
4. Understand the civil and criminal justice system and the alternative methods of dispute resolution.	4.1 Assess the duty and powers of the police
	4.2 Assess the role of the Crown Prosecution Service
	4.3 Examine the latest reforms to the civil justice process.
5. Know how to use Legal Writing and Mooting Skills.	5.1 Explain the importance of a bundle in mooting exercises.
	5.2 Analyse and apply relevant cases and statutory provisions to a given scenario.
	5.3 Present the arguments for the parties involved in a given mooting scenario.

Suggested Resources

Ginsburg, J.C. (2008). Legal methods: cases and materials. New York: Foundation Press; [St. Paul, Minn.

Ginsburg, J.C. (2014). Legal methods. St. Paul, Mn: Foundation Press.

Yong, B. (2020). Book Review: Routledge Handbook of Socio-Legal Theory and Methods. Social & Legal Studies, p.096466392096254.

Markovits, D. (2012). Contract law and legal methods. New York, Ny: Foundation Press, Thomson/West.

Unit DL404: Public Law

Unit code: H/650/3140

RQF level: 4

Unit Aim

This unit will equip learners with knowledge of the general foundations of constitutional and administrative law, with a particular focus on the main elements of the United Kingdom's constitution. The unit will enable learners to identify the significance of the separation of power and the sovereignty of Parliament, as well as the importance of human rights norms. Learners will also be introduced to the basic principles of administrative law and judicial review process.

Learning Outcomes and Assessment Criteria

Learning Outcomes	Assessment Criteria
When awarded credit for this unit, a learner will:	Assessment of this learning outcome will require a learner to demonstrate that they can:
1. Understand the features of the UK constitution.	1.1 Assess the role of the UK constitution.
	1.2 Evaluate the characteristics of the UK constitutional system.
	1.3 Explain the history and origins of the UK constitutional system.
2. Understand the meaning and consequences of separation of powers.	2.2 Explain the distinct roles of the legislature, the executive and the judiciary.
	2.2 Evaluate reforms to the judicial appointment system.
	2.3 Assess the significance of the separation of powers' principle.
3 Understand the meaning and	3.1 Illustrate the impact of the Human Rights Act 1998 on the 'rule of law'.

consequences of the rule of law and parliamentary sovereignty.	
	3.2 Explain the meaning of the 'royal prerogative'.
	3.3 Assess the limits of parliamentary sovereignty.
4. Understand the composition and operation of the legislature and the UK governments.	4.1 Illustrate the passage of an Act of Parliament.
	4.2 Explain the structure of the devolved powers in the UK.
	4.3 Appraise the extent of devolved powers of the Scottish Parliaments, Welsh Assembly and the Executive Committee of Northern Ireland.
5. Understand the nature of and procedures for judicial review.	5.1 Appraise the scope of judicial review.
	5.2 Evaluate the procedural steps of judicial review.
	5.3 Distinguish between substantive breaches and procedural impropriety.

Suggested Resources

Elliott, M. and Thomas, R. (2017). Public law. Oxford: Oxford University Press. Copyright.

Heo, S. (2020). Liberty and Right as Fundamental Conceptions of Public Law. Public Law, 48(4), pp.1–27.

Clements, R. (2018). Public law. Oxford: Oxford University Press.

Grout, T.J. (1984). Public law. Plymouth: Macdonald & Evans.

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