Form P9
Heriot-Watt University – Graduate/Postgraduate Programme Structure and Programme Notes Template

1. Programme Code(s) (recruitment & exit awards)
   - F727-ACS/YYY
   - F725-ACS/YYY
   - F720-ZZZ

2. Programme Titles for all awards (unabbreviated)
   - Actuarial Science

3. Main Award(s) (to be recruited to)
   - MSc F727-ACS
   - PG Diploma F725-ACS

4. Exit Awards (for graduation only)
   - MSc F727-YYY
   - PG Diploma F725-YYY
   - PG Certificate F720-ZZZ

5. Type
   - PG Taught programme

6. Programme Accredited by
   - UK Actuarial Profession

7. UCAS Code
   - N/A

8. School
   - Mathematical & Computer Sciences

9. QAA Subject Benchmarking Group(s)
   - Mathematics

10. Date of Production/Revision
    - 5 March 2012/2014

11. Composition

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Effort Hours</th>
<th>Starting From Semester 2</th>
<th>Effort Hours</th>
<th>Starting From Semester 2/3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mandatory Courses</td>
<td>None</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Optional Courses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C21AO Economics</td>
<td>150</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C31FF Finance &amp; Financial Reporting</td>
<td>150</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F711AF Life Insurance Mathematics 1</td>
<td>150</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>F71AB Financial Mathematics</td>
<td>150</td>
<td></td>
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</tr>
<tr>
<td>F71SM Statistical Methods</td>
<td>150</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F71SZ Stochastic Modelling</td>
<td>75</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

MSc disserta’n ≡ 4 courses

12. Mode and Location of Study
    - Full-time ☒ Part-time ☒ Independent ☒

   Home Campus ☒ Other Campus ☐ (specify) …………………

   Collaborative Partner ☐ Approved Learning Partner ☐

13. Duration of Study (months)

<table>
<thead>
<tr>
<th></th>
<th>Standard</th>
<th>Maximum</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Full-time</td>
<td>Part-time</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Masters</td>
<td>12</td>
<td>24</td>
</tr>
<tr>
<td>Diploma</td>
<td>9</td>
<td>15</td>
</tr>
<tr>
<td>Certificate</td>
<td>6</td>
<td>12</td>
</tr>
</tbody>
</table>

14. Mode of Delivery
    - Conventional ☒ Blended ☐ Independent ☐
### Programme Code(s) (recruitment & exit awards)
- F727-ACS/YYY
- F725-ACS/YYY
- F720-ZZZ

### Programme Titles for all awards (unabbreviated)
**Actuarial Science**

### Main Award(s) (to be recruited to)
- MSc F727-ACS
- PG Diploma F725-ACS

### Exit Awards (for graduation only)
- MSc F727-YYY
- PG Diploma F725-YYY
- PG Certificate F720-ZZZ

### Type
- PG Taught programme

### Programme Accredited by
- UK Actuarial Profession

### UCAS Code
- N/A

### School
- Mathematical & Computer Sciences

### QAA Subject Benchmarking Group(s)
- Mathematics

### Date of Production/Revision
- 5 March 2012/2014

### Level of Courses

<table>
<thead>
<tr>
<th>Level</th>
<th>Courses</th>
</tr>
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<tbody>
<tr>
<td>Level 11</td>
<td>√</td>
</tr>
<tr>
<td>Levels 7-10 (UG)</td>
<td>Mixed</td>
</tr>
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</table>

### Collaborative/Approved Learning Partner Programme
- N/A

### Program Notes

#### Nominal Pass Mark/Grade
- **Masters**: 50%
- **Diploma**: 40%
- **Certificate**: 40%

#### Summary of Assessment Methods
- **% Coursework**: variable according to course choice.
- **% Examination**: variable according to course choice.

#### Re-assessment Opportunities
There will be a single reassessment opportunity for each course at the next diet of examinations (usually the next academic year)

#### Award Criteria

<table>
<thead>
<tr>
<th>Course Passes</th>
<th>Overall Mark/Grade</th>
<th>Basis of Overall Mark/Grade</th>
<th>Other Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Master (Distinction): 8+disertation</td>
<td>70%</td>
<td>Average &gt;= 70% over best 8 taught courses at grades A-D, plus dissertation at grade A</td>
<td></td>
</tr>
<tr>
<td>• Master: 8+disertation</td>
<td>50%</td>
<td>Average &gt;=50% over best 8 taught courses at grades A-D, plus dissertation at grade C</td>
<td></td>
</tr>
<tr>
<td>• Diploma (Distinction): 8</td>
<td>70%</td>
<td>Average &gt;=70% over best 8 taught courses at grades A-D</td>
<td></td>
</tr>
<tr>
<td>• Diploma: 8</td>
<td>40%</td>
<td>Average &gt;= 40% over best 8 taught courses at grades A-D</td>
<td></td>
</tr>
<tr>
<td>• Certificate: 4</td>
<td>40%</td>
<td>Average &gt;= 40% over best 4 taught courses at grades A-D</td>
<td></td>
</tr>
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<td>F725-ACS/YYY</td>
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<td></td>
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<td>MSc F727-YYY</td>
<td>PG Diploma F725-YYY</td>
<td>PG Certificate F720-ZZZ</td>
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<tr>
<td>5. Type</td>
<td>PG Taught programme</td>
<td></td>
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<tr>
<td>6. Programme Accredited by</td>
<td>UK Actuarial Profession</td>
<td></td>
<td></td>
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<tr>
<td>7. UCAS Code</td>
<td>N/A</td>
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<td></td>
</tr>
<tr>
<td>8. School</td>
<td>Mathematical &amp; Computer Sciences</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. QAA Subject Benchmarking Group(s)</td>
<td>Mathematics</td>
<td></td>
<td></td>
</tr>
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<td>10. Date of Production/Revision</td>
<td>5 March 2012/201415</td>
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<td></td>
</tr>
</tbody>
</table>

5. Course Choice/Dissertation

Students are free to choose from ten full and two half courses, subject to obtaining approval from the Programme Director, of which students will normally study eight over two semesters. Note that the best eight courses are used in the award decisions and in the decision on progression to MSc. In exceptional circumstances the Programme Director may approve a limited number of courses selected from final year undergraduate courses or those available on the MSc in Financial Mathematics.

Students begin work on their dissertations on the first Monday after the end of Semester 2 – there is an 11-12 week period allowed for the work. Dissertation choices must be approved by the Programme Director.

6. Additional Information

The Diploma programme can lead to exemptions from up to 8 of the examinations of the “CT series” (CT = Core Technical) of the Institute and Faculty of Actuaries.

The accompanying Programme Description provides details of aims, outcomes, teaching & learning and assessment policies for the course. Details of individual Courses are provided in the appropriate Course Descriptors.
10. Educational Aims of the Programme

The principal aims of the programme are to

- provide intensive and high-quality education in a postgraduate context in a wide range of subjects in contemporary actuarial science and statistics, and in economics and finance
- provide coverage of the material in the syllabuses of the subjects CT1 – CT8 in the "Core Technical" series of the Institute and Faculty of Actuaries and provide an opportunity for students to gain exemptions from some or all of the corresponding professional examinations as a result of dedicated study over a nine-month period
- provide a challenging period of study which enables students to test themselves against standards requiring intensive work and strong commitment in a demanding postgraduate environment
- enable students to develop detailed knowledge and critical understanding, and acquire a range of new skills, in central areas in actuarial science and statistics
- provide tutorial and discussion opportunities of a style and at a level appropriate for postgraduate studies
- enable students to communicate and work effectively with peers and academic staff, demonstrating appropriate levels of autonomy, initiative, and responsibility
- provide students at Master’s level with the opportunity to plan and execute a significant investigation and write a dissertation requiring detailed and critical understanding in an area of study related to actuarial science, and demonstrating originality
11. The Programme provides opportunities for learners to achieve the following outcomes:

### Understanding, Knowledge and Cognitive Skills

On completion of the programme, students will be able to demonstrate:

- extensive and detailed knowledge, and critical understanding, of central areas in actuarial science and statistics, including at Master's level one or more specialist area
- knowledge and critical understanding of certain areas in economics and finance
- the acquisition of a range of new skills required in actuarial science, including skills in statistical analysis
- awareness and understanding of current issues in actuarial science, through teaching informed by current developments in professional matters and in actuarial research
- extensive knowledge and critical understanding of many of the principal theories and concepts of contemporary actuarial science, and of some of the principal theories and concepts of contemporary statistics, economics, and finance
- expertise in applying many of the principal skills and techniques used in actuarial science and some of the principal skills and techniques used in statistics, economics, and finance
- extensive knowledge and understanding of problems in some or all of the following areas: financial mathematics, life insurance mathematics, survival models, risk theory, stochastic processes, financial economics, and the statistics of general insurance

### Scholarship, Enquiry and Research

On completion of the programme, students will be able to:

- demonstrate that they have developed and can apply skills in critical analysis and evaluation of a wide range of theories, concepts, and techniques which arise in the study and practice of actuarial science
- demonstrate that they have developed problem solving skills
- identify, analyse and solve problems, and discuss issues, at a professional level critically review existing practices and move on to professional careers with confidence
Personal Abilities

Industrial, Commercial and Professional Practice

On completion of the programme, students will be in a strong position to move on to a professional environment, with sound knowledge and awareness of the nature of that environment and the demands it will make. They will also have the necessary background and experience to enable them to be ready and able to communicate on technical and general matters with peers and senior colleagues.

Autonomy, Accountability and Working with Others

On completion of the programme students will be able to:

- Plan and organise own learning through self-management and time management
- Assess issues associated with working as part of a team
- Communicate effectively at all levels and using a range of media

Communication, Numeracy and ICT

On completion of the programme, students will be able to:

- Demonstrate high levels of numeracy as required by the actuarial profession
- Adopt a mature and professional attitude to the solution of technical problems.
- Demonstrate use of computer packages such as R and Excel for solving actuarial problems
### Programme Description

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<td>PG Taught Programme</td>
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<th>7. UCAS Code</th>
<th>8. QAA Subject Benchmarking Group(s)</th>
<th>9. Date of Production/Revision</th>
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</thead>
<tbody>
<tr>
<td>UK Actuarial Profession</td>
<td></td>
<td>Mathematics</td>
<td>December 2010</td>
</tr>
</tbody>
</table>

### 12. Approaches to Teaching and Learning:

Programme learning outcomes derive from the requirements of the actuarial profession. Achievement of them demonstrates skill and mastery of the subject at an advanced level. Teaching on the programme is student-focussed, with students encouraged to take responsibility for their own learning and development.

The full-time MSc/Diploma programme is offered in a traditional campus-based model. The material is organised within 11 full courses and 2 half-courses. All material is presented in a manner appropriate to postgraduate study. No lecture programmes are given jointly with undergraduate students, even with final-year Honours students.

The Department uses a wide range of L&T approaches and techniques to achieve this, from traditional lectures and discussions to demanding tutorial and computer lab work. Lecturers use a range of tools from chalk/OHs to extensive use of web-based materials. Approaches to teaching and learning are continually reviewed and developed with the aim of matching them to the abilities and experiences of our students with regard to the subject area. Specific details about teaching and learning methods are provided in the appropriate course descriptors.
The assessment policy for the programme incorporates a range of assessment types. Continuous assessment during some courses and summative assessment at the conclusion of courses both contribute to the overall assessment and are used to formally measure achievement in specified learning outcomes.

Understanding, knowledge and subject-specific skills are assessed by coursework assignments and written examinations. Approaches to assessment are continually reviewed. Specific details about methods of assessment are provided in the appropriate course descriptors.

The programme consists of two phases:

♦ A taught phase, consisting of 12 subjects (equivalent to 11 taught courses).— all optional, defined in the programme structure, of which the students will normally study eight over two semesters. Assessment of the taught phase is through a variety of methods including coursework and/or examination, students must submit all elements of assessment before being permitted to progress.

♦ A dissertation phase, consisting of a project dissertation report over the summer.

♦ Progression to the dissertation phase is dependent on assessed performance. To progress, students must meet the criteria set out in the programme structure document. Students meeting the required standards for Masters in the taught phase will be permitted to progress.

♦ Students meeting the required standards for Postgraduate Diploma and Postgraduate Certificate in the taught phase, but not meeting the Masters standard, will not be permitted to progress to the dissertation phase.

♦ Students failing to meet the required standards for Postgraduate Diploma and Postgraduate Certificate in coursework and examination in the taught phase will not be permitted to progress to the dissertation phase, nor will they be eligible for any award.

♦ Any student will be able to retake the assessment of up to a maximum of 3 courses at the next opportunity, subject to payment of the appropriate fees to the University, and may be required to do so to obtain the necessary credits for completion of their programme or for progression. Students may only resit courses for which their examination grade is E or F. The method of reassessment for each course is specified in the appropriate course descriptor.

In any circumstance which it deems to be exceptional the Exam Board has the discretion to permit student progress or award, irrespective of student performance against required standards and policies.

The accompanying Programme Structure template provides details of courses, awards and credits for the programme.
The accompanying Programme Notes provide details of stage notes, progression requirements and award requirements for the programme.