

## **Course Information Sheet for entry in 2024~25**

### **Undergraduate Certificate in Archaeology**

#### **About the course**

This two-year, part-time undergraduate course is designed for adult students with some, little or no previous experience of academic archaeology. This includes those who are new to archaeology and those who may have some practical experience, and/or have completed online or evening classes, but would now like to pursue a study-based subject qualification. The course aims to demonstrate the development and importance of archaeology and introduce how archaeologists work today. It explores people and societies from the past using evidence from Britain, other parts of Europe, and the wider world. In addition to following the programme of taught seminars and practicals, you can specialise in a chosen area, period or theme by doing an extended project.

The course takes place over two academic years (usually running from October to August each year), and content is taught at FHEQ Level 4, a level equivalent to the first year of an undergraduate degree. You will typically have evening teaching sessions on Tuesdays every other week during term time, with Saturday field trips, fieldwork and workshops woven through both years.

There is a one-week programme of practical fieldwork, this is usually held in April or early May, around or just after the Easter holidays. For 2024 entrants this is expected to be held in Year 2, dates to be confirmed.

Coursework continues until June in year one and August in year two. Final results are released after a Board of Examiners meeting which normally takes place in early September each year.

Please note that whilst most teaching events and practical elements are usually held in-person, they may be moved online, rescheduled or revised if necessary, e.g. as a result of a pandemic.

As well as the time spent in teaching sessions, you will need to spend around 12 hours a week studying in term-time. This might include reading, preparing course work, and visiting museums, libraries and sites.

#### *Expected programme for Year 1: Introduction to Archaeology: Practice and Purpose*

The first year considers the development of the modern discipline and covers the fundamentals of archaeological theory and practice. Workshops will investigate artefacts and environmental evidence and field trips will investigate sites and landscapes. Classroom sessions provide the foundation for practical workshops studying archaeological evidence and fieldwork elements teaching essential survey and excavation skills.

#### *Expected programme for Year 2: Key Themes in Archaeology*

The second year presents key themes and case-studies in Archaeology from prehistory to the medieval period and deals with certain topics introduced in year one in more detail: for example, excavation and scientific techniques in archaeology. Practical workshops studying archaeological evidence and fieldwork elements continue building on the foundation laid in year one.

## Assessment

- 5 written assignments per year of up to 2,000 words in length (the first assignment in Year 1 is formative and does not count towards the final assessment);
- A two-hour written examination in the first year;
- A field training programme learning journal accompanied by an assignment of not more than 1,000 words (up to 2,000 words in total), covering work undertaken during the fieldwork training programme;
- An extended assignment of up to 5,000 words in the second year.

## Attendance

Students are expected to attend:

- a minimum of 80% of taught sessions per year of the course (including classroom and practical sessions);
- A minimum of 2 tutorials on their extended project in the second year;
- A one-week practical fieldwork programme or equivalent;
- A two-hour examination at the end of the first year.

## Changes to courses

The University will seek to deliver this course in accordance with the description set out in this course information sheet. However, there may be situations in which it is desirable or necessary for the University to make changes in course provision, either before or after registration. The safety of students, staff and visitors is paramount and major changes to delivery or services may have to be made in circumstances of a pandemic (including Covid-19), epidemic or local health emergency. In addition, in certain circumstances, for example due to visa difficulties or because the health needs of students cannot be met, it may be necessary to make adjustments to course requirements for international study.

You can find full information under “Changes to Courses” (sections 30 to 39) in the [Terms and Conditions](https://www.conted.ox.ac.uk/mnt/attachments/2023-09-20-final-non-matric-cont-ed-ts-and-cs-for-2024-5-entry.pdf) for this course (<https://www.conted.ox.ac.uk/mnt/attachments/2023-09-20-final-non-matric-cont-ed-ts-and-cs-for-2024-5-entry.pdf>)

## Expected length of course

2 years

## Annual fees for entry in 2024~25

Fee Status	Annual Course Fees
Home (UK/Republic of Ireland/ Channel Islands & Isle of Man)	£3,295
Overseas	£6,210

Course fees are payable each year, for the duration of your fee liability (your fee liability is the length of time for which you are required to pay course fees). For courses lasting longer than one year, please be aware that fees will usually increase annually. For details, please see our [guidance on likely increases to fees and charges](#).

Course fees cover your teaching as well as other academic services and facilities provided to support your studies. Unless specified in the additional cost information (below), course fees do not

cover accommodation, residential costs or other living costs. They also do not cover any additional costs and charges that are outlined in the additional cost information.

### **Fee status**

Broadly speaking, your fee status depends on your nationality, your immigration status in the UK, where you have been living and what you have been doing for the three years prior to the start of your course. Please refer to the [Undergraduate fee status](#) pages for more information.

### **Information for applicants from the EU, EEA and Switzerland**

On 11 May 2021 the UK Council for International Student Affairs published [new regulations and guidance](#) to be used in assessing the fee status of students commencing courses in August 2021 and later. We will be using this guidance to carry out fee status assessments for students commencing courses in 2024~25, including students from the EU, EEA and Switzerland.

If you are an EU national and do not live in the UK then you are likely to be charged Overseas fees. Students with settled and pre-settled status in the UK and some other categories of students who work in the UK can qualify for Home fee status as long as they meet the residence criteria.

### **Additional cost information**

Students are not required to buy books, but there may be a few recommended key texts which you may choose to buy. Transport for field trips and the practical fieldwork is normally arranged on a car sharing basis by the students themselves. Entry fees to museums or sites are paid individually by the students.

You will also need a computer which meets our minimum specification, with access to the internet and various other software programmes. Please see the [system requirements webpage](#) for full details.

### **Living costs**

In addition to your fees, you will need to ensure that you have adequate funds to support your living costs for the duration of your course.

For the 2024~25 academic year, the range of likely living costs for full-time study is between c. £1,345 and £1,995 for each month spent in Oxford. Full information, including a breakdown of likely living costs in Oxford for items such as food, accommodation and study costs, is available on our [living costs](#) page. When planning your finances for any future years of study in Oxford beyond 2024~25, you should allow for an estimated increase in living expenses of 5% or more each year, although this rate may vary significantly depending on how the national economic situation develops.

The living costs above are based on single, full-time students living in Oxford. While it may be the case that, as a part-time student, you will not be based in Oxford during your studies, you will still need to cover your cost of living on a full-time basis. If this applies to you, you should calculate your living costs to be sure that you have sufficient funding to meet these costs for the duration of your course. In particular, part-time students who are not based in Oxford will need to calculate travel

and accommodation costs carefully. Please note that living costs outside Oxford may be different from those shown above.

**Document accessibility**

If you require an accessible version of this document please contact

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