



25 June 2020

By email to: request-667610-a778390d@whatdotheyknow.com

Dear Shirley Moore,

I refer to your Freedom of Information request received on 28 May 2020 about MSc Counselling.

Details of any exemptions applied are below. Where any information is “not held”, this is explained below. Those parts of the University’s response (together with the details of how to ask the University to review the management of your request, or thereafter to seek a review by the Scottish Information Commissioner, should you wish to do so – please see below) constitutes the notice in writing that the information specified is not held by the University which is required under section 17 of the Freedom of Information (Scotland) Act 2002 (“FOISA”).

Your enquiry and the University's response.

Dear Abertay University,

Please could you provide me with the following information:

The programme / module descriptors / handbooks for the MSC in Counselling where any student projects are described.

The course descriptors/instructions / information for students which apply to the 3rd year project. I believe there is a project which involves creating a resource for clients/practitioners. There may also be a research project. If there are different projects, please give me the information for all the projects.

This should include project descriptors, marking criteria, aims/objectives.

Please could you also provide me with the module descriptor and any other information available for students for the research methods course that is part of the MSC in Counselling. Please can you tell me whether this is a course that is unique to the Counselling MSc or if it is shared with other programmes?

Please refer to the attached documents, which complete the University’s response to your FOI request.

This concludes the University’s response.

Your right to seek a review of how your information request was managed

If you are not satisfied with our response or our reasoning set out above, you have 40 working days in which to require a review of our decision. Any such request should be put in writing and should be sent to the University Secretary, Abertay University, at the address provided below. The request should:

- (a) detail your request for a review of our decision to be undertaken
- (b) describe the nature of your original request
- (c) explain the reasons why you are dissatisfied with our response

University Secretary  
Abertay University  
Bell Street  
Dundee  
DD1 1HD  
Tel (01382) 308016

E-mail: [S.Stewart@abertay.ac.uk](mailto:S.Stewart@abertay.ac.uk)

If you remain dissatisfied with how your request for information has been dealt with, you also have the right, in terms of section 47 of FOISA, and within 6 months, to apply to the Scottish Information Commissioner for a decision as to whether we have handled your request properly.

Information relating to your right to seek review is available from the Scottish Information Commissioner's website:

<http://www.itspublicknowledge.info>

or by contacting the Scottish Information Commissioner's Office at the following address:

Scottish Information Commissioner,  
Kinburn Castle,  
Doubledykes Road, St Andrews,  
Fife KY16 9DS

Telephone: 01334 464610

Fax: 01334 464611

E-mail: <mailto:enquiries@spsso.gov.scot>

Website: <http://www.itspublicknowledge.info>

Or via the SIC's online appeals service:

<http://www.itspublicknowledge.info/YourRights/Unhappywiththeresponse/AppealingtoCommissioner.aspx>

If you are unhappy with the Commissioner's decision, you also have the right to appeal further to the Court of Session, on a point of law only, under section 56 of FOISA. Please refer to the Commissioner's website (details above) for further information about your right of appeal to the Court of Session.

Yours sincerely,

*FOI Processing*

Academic Registry  
Abertay University

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