

Course Information Sheet for entry in 2026–2027

Undergraduate Advanced Diploma in IT Systems Analysis and Design

About the course

This Oxford University Advanced Diploma gives you essential grounding in the principles of systems analysis and design, without requiring programming experience. You will explore the full lifecycle of system development: how software systems are planned, modelled and organised, which is a crucial skillset across all industries. Delivered entirely online, the course is taught at third-year undergraduate level (FHEQ Level 6).

The course introduces you to the key techniques used to plan and design systems, from mapping how data moves through a system to structuring databases and designing user interfaces. You'll also explore both traditional methods still found in existing systems and modern approaches such as Agile and object-oriented design.

Rather than writing code, you'll focus on the logic, design and problem-solving skills that underpin software development. Through case studies, assignments and a collaborative team project, you will learn how to shape system requirements, design effective solutions, and work effectively with developers, stakeholders and end users.

This is a challenging course demanding a sustained commitment over one year. You should be sure that you will be able to devote adequate time to studying alongside your other commitments. However, the distance learning mode has been designed to make the course as accessible as possible, allowing you a good degree of flexibility in when you study.

Course syllabus

The following provides indicative content of the course units. Content is regularly updated to reflect recent developments and feedback from students.

- The System Development Life-Cycle and Management
- Systems Analysis and Design: Data Driven and Procedural Techniques
- Systems Analysis and Design: Data Organisation
- Systems Analysis and Design: Objects and Architectures
- Team Project

The course is delivered entirely online in five modules, with Units 1-4 lasting around six weeks and Unit 5 (Team Project) lasting around 13 weeks. As the course is asynchronous, you study at the times that suit you, supported by your personal tutor and tutor group.

Each module is guided by online learning materials and combines reading web-based resources, completing self-study exercises, taking part in group activities with other students, and writing and submitting the module assignments. Some collaborative exercises are time-bound to help you engage with your peers in a structured way, alongside the more flexible discussions that run

throughout the course. To enable the group activities to be effective they may be scheduled to take place during a specified period. For this reason, and in order to help students follow a structured pattern of study, we issue a recommended unit timetable. Details of the unit timetable will be provided after enrolment.

The Tutor Group

Every student on the course is assigned to a tutor group under the supervision of a qualified tutor. The tutor's role is to provide general guidance on the progress of a student's studies and to assist with any problems encountered. Communication with an assigned tutor will normally be via the virtual classroom or email.

Assessment

Assessment is based on:

- Four assignments of 3,000 words each (or equivalent), based on the units above;
- A team project report (8,000 words in total) consisting of a team report and an individual submission.

Participation

Candidates are expected to participate actively in all aspects of the course and the group discussions, to the satisfaction of their tutor. Using the virtual classroom, students are able to discuss any course related questions with their fellow students and the course tutors primarily in an asynchronous fashion.

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 33 to 39) in the [Terms and Conditions for non-matriculated students](#)

Expected length of course

1 year

Annual fees for entry in 2026–27

Fee Status	Annual Course Fees
Home	£4,095
Overseas	£7,025

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 [Changes to fees and charges | University of Oxford](#)

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 2026-27 and later, 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

You will 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.

For most Oxford students and alumni, the [eDocuments](#) service provides electronic versions of your academic documents. These can be downloaded in support of employment or further study applications and shared via with third parties (e.g. verification companies, prospective employers, and other Higher Education Institutions). You will need to register for this service to access your final transcript

- The **eDocuments registration fee for students completing in 2025-26 is £17**. Please be aware that this fee will usually increase annually.
- This fee provides unlimited access to all available documents, and will include any further documents that are issued to you in the future. The service can also be used to print copies of documents at home. Please note that available documents depend on when you commenced your studies and/or your course progression. Please visit the “For Students/Alumni” tab for further guidance.

Please note, your award certificate will be sent to you by post, usually in the January following the ratification of your results. It is your responsibility to ensure that your address is correctly recorded

in Student Self-Service when you finish your course, as this is where we will send your certificate. If you have not received your certificate by the end of the April following ratification (for example, April 2027 if you complete in 2026), you must notify undergraduate@conted.ox.ac.uk within this timeframe. Failure to do so may result in a charge for a replacement certificate.

Living costs (online courses and blended courses)

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

As a student on an online course, it is likely that you won't be based in Oxford during your studies. However, you will still need to cover your cost of living on a full-time basis. You should calculate your living costs to be sure that you have sufficient funding to meet these costs for the duration of your course. If your course requires a period of study in Oxford (e.g. a Summer School or Study Week) you will also need to ensure you have adequate funds to cover your travel, accommodation and subsistence costs for this period.

If your course has a duration of longer than one year, you should allow for an estimated increase in living expenses of 5% or more each year, although this rate may vary significantly depending on where you are based and changes in the worldwide economic situation.

Document accessibility

If you require an accessible version of this document please contact:

undergraduate@conted.ox.ac.uk