

Policy on Higher Education Provision with Others

Annex 8: Policy for Taught Provision with a partner

1. Introduction

This policy defines the requirements for educational collaboration with others in taught degrees. It should be read in conjunction with the *Regulations and Code of Practice for Taught Programmes*, which sets out the University's requirements in relation to all students and the *Policy for Higher Education Provision with Others*. The additional consideration that must be taken into account for taught provision with a partner are presented below.

2. Definition of a Taught Programme with a partnership element

A taught programme delivered in collaboration with others is defined as having an arrangement between the University of Bristol and another organisation to deliver aspects of teaching and/ or assessment. It is where the achievement of the learning outcomes for a unit or programme are dependent on the arrangement made with another delivery organisation or service provider.

This could include:

- A joint award programme which leads to a single award from two partner institutions. A student registered on a joint award must complete all of the requirements of the programme at both Bristol and the partner institution
- Service delivery or teaching provision, where a partner may have particular expertise that is integral to programme learning outcomes
- Work-based or clinical learning provision where we are dependent on the relationship with a partner for cohorts of students

Students are fully registered as University of Bristol students, although they may spend time away from the University, at another Higher Education Institution or partner organisation. The applicable regulations in respect of Bristol are the Code of Practice and Regulations for Taught Programmes at the University of Bristol only. This Policy should be read in conjunction with the Policy on Higher Education Provision with others.

Out of scope:

- Individual student placements/ Year in Industry which are managed locally by Schools and Faculties
- Work experience which is not related to the degree
- Recruiting partnerships (such as articulation or progression arrangements) which are managed by the International Partnerships Office
- Study Abroad/ Student Exchange which are managed by the Global Opportunities Team

Whilst the University does offer jointly awarded degrees, it does not offer multiple awards with more than one partner. Similarly, the University of Bristol will not enter into the following types of arrangement:

- Accreditation – An arrangement with an organisation without degree awarding powers which is given authority by the University to deliver academic provision. The students are not registered at the University of Bristol, but the award is made by us.
- Validation - An arrangement where the University of Bristol judges a programme or module developed and delivered by another organisation as being of appropriate quality and standard to lead to one of the University's awards or award of credit.

3. Principles

There should be a nominated Academic Lead at Bristol responsible for a particular collaborative arrangement. This will normally be the Programme or Unit Director within the School. The Lead will be the key point of contact for the duration of the collaboration.

A written agreement is always required with the other organisation. The University Secretary's Office are responsible for producing all agreements.

The Academic Quality and Standards Committee (AQSC) will scrutinise the detailed proposal for all collaborative arrangements. All joint award arrangements will require scrutiny and approval at University PVC level, from the University Education Committee (UEC). The rationale for other partnership arrangements that involve less risk, may be agreed by University Teaching and Learning Committee (ULTC) or by the A-PVC for Learning and Teaching.

If a new programme or unit is required, then the normal procedure for setting up and approval of the Programme and Unit information will also apply.

4. Admissions and Registration

The decision to admit a student to the degree programme will be made by Bristol, taking into consideration the core principles of the relevant admissions policy. Applicants will apply to Bristol via standard application routes and will therefore be subject to Bristol eligibility and academic criteria in accordance with the published admissions criteria.

Students on a joint award programme will hold full registration as a University of Bristol student for the duration of their studies and will simultaneously hold full registration status for the duration at the partner institution.

5. Location of Study and Attendance

Students may be required to study at a partner site away from the university campus and the agreement contract should set out the arrangements for teaching. Where

this happens, it is important that overseas students who are on a Student Visa are reported to the Visa Compliance Team at the University in the normal way. For all students going offsite, arrangements for induction at the partner site must be in place so that the students are aware of any relevant policies such as those related to health and safety.

6. Student Fees and Costs

A financial schedule or clauses on the split of income and costs will be included in the agreement contract. School Managers and colleagues in Finance Services will be able to provide support for costings.

7. Student Support

Students spending time at a partner site must have access to appropriate academic and pastoral support which may be delivered online as required when not at Bristol.

8. Assessment and Award of Credit

Requirements in relation to assessment, marking, moderation, external examining, provision of feedback to students and exam board processes, including for the award of credit, are set out in the *Regulations and Code of Practice for Taught Programmes*. Bristol regulations shall apply except for in Joint Awards where the collaboration agreement will need to set out any differences.

Students completing a joint award degree will graduate with a single degree certificate with the insignia of each university. The agreement will also specify which graduation ceremony the student can attend if they are successful.

9. Contract Types and Approval

The provision within a contract is likely to be tailored to fit the type of taught collaboration that is proposed from the diverse arrangements that exist within the University. It is likely to include clauses on the obligations of the parties, liability, insurance requirements, termination, intellectual property, safety, and financial arrangements as a minimum.

Arrangements will require strategic approval [Alignment with UoB strategy, reputation, ethical and moral considerations, rationale for partnership, proposed partnership activities, operational and financial considerations] and quality assurance approval [Quality of provision at HEI, alignment with regulations, student support arrangements, other due diligence checks]. Strategic approval will normally come from the A-PVC for Learning and Teaching for lower risk agreements, while UEC will normally provide strategic approval for higher risk agreements including all jointly award degrees.

In all cases, arrangements must be designed to ensure a quality learning experience. To ensure this, the approval process will be completed in consultation with Schools and Faculties, relevant Professional Services teams (including but not

limited to the Academic Quality and Policy Office, Finance Services and the Visa Compliance Team), and the Academic and Quality Standards Committee.

10. Reviewing provision

Collaborative provision should be reviewed through the normal quality assurance mechanisms such as the Annual Programme Review Process and UQT, External Examining Process, and Periodic Programme Revalidation process. Student feedback in relation to collaborative provision should be reviewed and monitored and managed if necessary through the Education Action Plans (EAPs) within Schools.

Collaborative arrangements should be subject to the renewal process regularly, at least every five years.

Any changes to an agreement must be approved by the Dean of Faculty or Faculty Education Director as their nominee. A variation to the contract agreement will likely be needed so contact must be made with the Academic Quality and Policy Office as part of the approval request.