

THE UNIVERSITY OF BIRMINGHAM
POLICY ON HIGHER EDUCATION PROVISION
WITH OTHERS

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1. Principles

- 1.1 The Policy applies to all instances where the University is involved in the provision of Higher Education with others. Appendix 1 describes the most common types of arrangement encountered.
- 1.2 The University defines the provision of Higher Education with others as being an arrangement where the achievements of the learning outcomes for the module or programme are dependent on a provision arrangement with another organisation.
- 1.3 The provision of Higher Education with others may pose a reputational risk to the University and this Policy is to be consulted in order to help ensure that due process is followed.
- 1.4 The University has responsibility for academic standards and quality of learning opportunities regardless of where these opportunities are delivered or who provides them for any awards granted in the University's name.
- 1.5 The University will apply a proportionate approach to the approval of provision of Higher Education with others.
- 1.6 Provision of Higher Education with others should, normally, be consistent with the University's strategic plans, arise from School/College strategic plans and be congruent with the School's/College's academic provision, bringing clear benefits to all those involved.
- 1.7 A written legal agreement is normally a requirement for all arrangements with other providers and these arrangements should not normally commence ahead of the signing of the agreement.
- 1.8 Placement and/or Study Abroad opportunities have their own separate Code of Practice that should be consulted before development of such arrangements.

2. Development of arrangements

- 2.1 The provision of Higher Education with others must have the appropriate formal University approval before the arrangement commences.

This approval is normally through the Collaborative Provision Committee ('CPC'), having already been endorsed by the School and/or College. The Chair of CPC will be a senior member of the University, normally the Pro-Vice-Chancellor (Education) or their Deputy or their nominee.

Accreditation of Prior Learning ('APL') Agreements and other recruitment arrangements are approved by CPC but engagement with International Relations is required before seeking approval from CPC.

- 2.2 The majority of collaborative arrangements will require the completion of an Approval in Principle form which must be completed in full before consideration by CPC. Approval of a potential arrangement may be conditional, subject to a visit to the organisation and visit report being submitted to the CPC.
- 2.3 On approval by CPC, the University's usual programme and module processes should be adhered to.
- 2.4 A legal agreement will be drafted by the Collaborative Provision Office, in conjunction with Legal Services, and other stakeholders.

3. Review of arrangements

- 3.1 All programmes/modules of the University should undergo Annual Programme Review, including these arrangements.
- 3.2 The majority of collaborative arrangements will undergo a wider review between 12 and 18 months before the expiration date of the legal agreement.

4. Management of arrangements

- 4.1 The Collaborative Provision Office advises and assists with the management of arrangements.
- 4.2 Collaborative Programme Officers ('CPOs') are appointed to act as the main link between the University and a collaborative organisation for those arrangements where students are primarily taught/supervised by staff from the collaborative organisation.
- 4.3 Recognised Titles – Recognised Lecturers and/or Recognised Supervisors are appointed in accordance with University Regulations, when academic staff playing key roles in the management, delivery and assessment of programmes in taught collaborative provision arrangements, are **not** employees of the University.
- 4.4 Any proposed changes to an arrangement must be communicated to the Collaborative Provision Office and effected by written agreement.

Appendix 1

Arrangement Definitions

1.1	<p>Accreditation</p> <p>An arrangement with an organisation without degree awarding powers, or which chooses not to use its own degree awarding powers, which is given wide authority by the University to exercise powers and responsibility for academic provision. The University exercises limited control over the quality assurance function. However, the University remains ultimately responsible for the quality and standard of the awards made in its name.</p> <p>Students at accredited organisations are not registered students of The University of Birmingham.</p> <p>Monitoring of the arrangement, including admission arrangements and student numbers, is via appointment by the University of an Accreditation Visitor.</p> <p>External Examiners are appointed according to University procedures by the University.</p>
1.2	<p>Validation</p> <p>An arrangement where the University 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. The University identifies, through the legal agreement, the extent to which it exercises direct control over the quality assurance aspects or the management of the validated programme or module.</p> <p>Students on validated programmes are not normally registered students of The University of Birmingham.</p> <p>Monitoring is via appointment of a Collaborative Programmes Officer ('CPO') by the University.</p> <p>Admission arrangements are monitored by the University.</p> <p>Board of Examiners comprise internal tutors, external examiners and CPO</p> <p>External Examiners are appointed according to University procedures by the University.</p>

<p>1.3</p>	<p>Recruitment Arrangements</p> <p>1.3.1 Articulation Agreement</p> <p>An arrangement whereby an overseas institution delivers its programme with a curriculum designed in conjunction with the University to meet the specific requirements of a programme at the University. The overseas institution's programme does not provide a terminal qualification in its own right, but allows students who successfully complete its programme at the overseas institution to be admitted to the relevant year of the relevant programme at the University with advanced standing.</p>
	<p>1.3.2 Accreditation of Prior Learning ('APL') Agreement</p> <p>An arrangement whereby the curriculum of a programme delivered at an overseas institution is recognised to meet the University's requirements for APL to transfer students to a specified point that is not the beginning of the first year of an existing programme at the University (see 1.3.3 below), provided that students meet certain specified criteria. It is expected the programme at the overseas institution will provide a terminal qualification in its own right, but that students who transfer to the University will receive a University award based only on credits attained at the University.</p>
	<p>1.3.3 Entry Agreement</p> <p>An arrangement whereby the curriculum of a programme delivered at an overseas institution is recognised to meet the entry requirements for first year entry to a programme at the University. It is not necessary for students to have to complete the programme at the overseas institution, so long as they reach a specified stage and attain certain specified entry requirements. The programme at the overseas institution may lead to a qualification, which the students can attain without affecting their qualification at the University. Students who transfer to the University will receive a University award based only on credits attained at the University.</p>
<p>1.4</p>	<p>Dual and Joint Degrees</p> <p>A joint degree arises where the University, together with one or more degree awarding institutions, provides a programme designed to lead to a single award (and single certificate with the insignia of all awarding institutions) made jointly by all the institutions. Exemptions may need to be applied for by awarding institutions to ensure a joint degree can be examined and awarded by participating institutions.</p> <p>When a programme, delivered jointly by the two institutions, leads to a single award (but with two certificates with insignia of both awarding institutions), the arrangement is referred to as a Dual Degree. Dual degree certificates should state that it is a dual award and name the other awarding parties.</p> <p>Students will normally be registered at participating institution throughout the duration of the programme/award. A student cannot transfer onto a</p>

	<p>concurrent arrangement.</p> <p>A minimum of 33% of the award length must be taught/supervised by the University of Birmingham.</p> <p>Tuition fees on joint degrees may be shared, but are normally only paid to the lead institution, where this is specified. Dual Degree arrangements will vary.</p> <p>Postgraduate Research arrangements will usually require an individual learning agreement between the student and the awarding institutions.</p>
1.5	<p>University Awards</p> <p>1.5.1 Collaborative Taught Arrangement</p> <p>A University programme is delivered in part by a collaborative organisation. Staff involved in the management, delivery and assessment of such programmes who are not employees of the University, should hold the title of Recognised Lecturer.</p>
	<p>1.5.2 “Flying Faculty”</p> <p>A University programme is delivered overseas by University staff, but a local “facilitator” undertakes certain defined functions, such as initial recruitment, administrative arrangements and provision of local tutors.</p>
	<p>1.5.3 Collaborative Research Arrangement</p> <p>University registered postgraduate research students are supervised by members of academic staff of the collaborative organisation who should meet certain criteria for the award of the title of Recognised Supervisor.</p>
	<p>1.5.4 Doctoral Training Arrangements</p> <p>These are funded by Research Council Grants or similar funding agencies in certain research areas: usually with one or more UK universities, and with input from the relevant industry for research under the Doctoral Training Arrangement schemes. Universities usually award their own qualification but students are able to study certain modules at other participating universities. Students are registered students of the university which supervises their doctoral project.</p> <p>There are normally restrictions on the recruitment of non-EEA students to these programmes.</p>