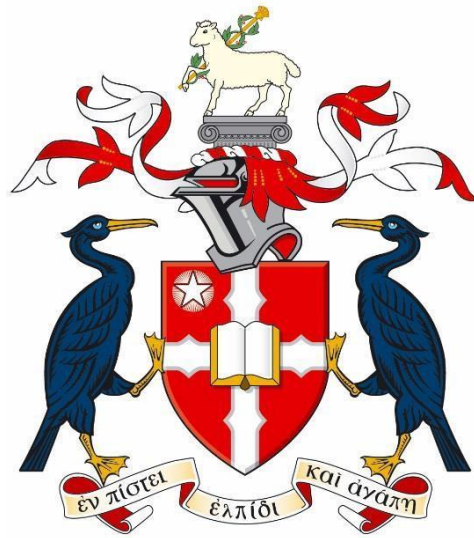


# Liverpool Hope University



## Academic Quality Handbook QH8:

### Academic Partnerships

Responsibility for Policy:	Deputy Vice Chancellor
Approved by and date:	Senate 6 <sup>th</sup> November 2024
Frequency of Review:	Every 3 years
Next Review date:	November 2027
Related Policies:	
Minor Revisions:	
EIA:	

## 1. Introduction

This document summarises the University's processes for partnership approval, monitoring and review<sup>1</sup>. The University's overall approach to Quality Assurance can be found at [Academic Quality at Hope](#)

The University has a duty to ensure that its responsibility for standards and quality is discharged effectively through its procedures for the approval, monitoring and review of academic partnerships. In doing this it seeks to ensure that due account is taken of:

- Appropriate external reference points, including:
  - The Office for Students General Ongoing Conditions of Registration;
  - The Quality Assurance Agency (QAA) Framework for Higher Education Qualifications of Degree-Awarding Bodies in England, Wales and Northern Ireland (FHEQ);
  - The QAA's UK Quality Code for Higher Education, its underpinning Advice and Guidance (specifically Principle 8);
  - Relevant QAA guidance such as qualification characteristics and country reports;
  - Guidance on institutional status and comparability statements from the ECCTIS UK ENIC database;
  - Requirements of Professional, Statutory and Regulatory Bodies (PSRBs), employers and any relevant national legislation/national commitments to European and international processes;
  - Any in-country local or national registration or accreditation requirements.
- The compatibility of partnership proposals and developments with institutional goals and the Strategic Plan, and the University's local, national and international strategic objectives;
- Strategic, academic and resource planning;
- Existing provision within the institution, including any existing awards that may be offered jointly with other institutions;
- The level of risk involved in each approval and the optimal level of resource necessary to ensure that the required outcomes of the partnership are achieved (see Appendix 2)

The University distinguishes between two types of academic partnership - Cooperation and Collaboration - which both require signed agreements between the University and its Partner.

## 2. Collaboration

Collaboration is the delivery or support in delivery by a partner of any part of a programme of study leading to an award of the University or award for which the University is responsible. The different types of arrangements are defined as follows:

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<sup>1</sup> Note that processes for the approval of partnerships for student placement, such as for PGCE and Social Work, there is a separate process.

Type of arrangement	Definition
<b>Joint Award</b>	An arrangement under which two or more degree-awarding bodies together provide a programme leading to a single award made jointly by both, or all, participants. A single certificate or document (signed by the competent authorities) attests to successful completion of this jointly delivered programme, replacing the separate institutional or national qualifications
<b>Dual Award</b>	The granting of separate awards (and certificates) for the same programme by two, degree awarding bodies who have jointly delivered the programme of study
<b>Joint Delivery</b>	A whole, part of (for example a level) or individual module(s) of a programme is delivered and assessed jointly by the University and the partner.
<b>Multiple award</b>	An arrangement where three or more degree-awarding bodies together provide a single jointly delivered programme (or programmes) leading to a separate award (and separate certification) of each awarding body. The arrangement is the same as for dual/double awards, but with three or more awarding bodies being involved.
<b>Flying Faculty / Off-site delivery (including)</b>	An arrangement whereby a programme is delivered in a location away from the main campus (usually overseas) by staff from the degree-awarding body. Support for students may be provided by local staff.
<b>Serial Arrangement</b>	The situation arising when a delivery organisation that is responsible for programmes franchised to it (or validated) by a degree-awarding body enters into a separate arrangement with a third party to deliver those entire programmes.
<b>Sub-contractual (Franchise)</b>	A subcontractual arrangement (sometimes described as a 'franchise arrangement') is a relationship, based on a formal contract, in which a body with degree awarding powers (the lead provider) allows another provider (the delivery provider) to deliver all or part of a programme which has been designed, approved and owned by the degree awarding body. The lead provider or subcontracting provider retains overall control of the programme's content, delivery, assessment and quality assurance arrangements.
<b>Validation</b>	Approved Programme – a programme of study designed, delivered and assessed by a Partner on its premises, leading to an award of the University. The programme is approved by the University (but not delivered by the University) and is subject to the quality assurance procedures of the University.

### 3. Cooperation

Cooperation does not involve delivery by a partner of any part of a programme of study leading to an award of the University. Cooperation may include, but is not limited to, activities such as short- or long-term international study opportunities or progression arrangements, including those which allow for advanced entry to University programmes. The different types of arrangements are defined as follows:

Type of arrangement	Definition
<b>Articulation</b>	Articulation is a form of Entry with <sup>2</sup> Advanced Standing. It is an arrangement where learners enrolled on a designated course at a partner provider are automatically entitled (subject to academic criteria) to be admitted with advanced standing to a subsequent part or year of a degree-awarding body's course, A standard Articulation Arrangement permits credit achieved for the study undertaken at the other organisation to be transferred (subject to a satisfactory mapping exercise) and contribute to the programme and award completed at the University.
<b>Exchange</b>	Reciprocal Partnership arrangement to enable Liverpool Hope students to study at European, and international institutions for part of their programme and for those partners to send students to Hope with the aim of balancing incoming and outgoing numbers.
<b>Study Abroad<sup>3</sup></b>	Partnership arrangement to facilitate a partner student studying full-time at Hope for a set period of one or two semesters or a whole year, as part of their programme at home or for a Hope student to study for a set period at a partner institution. They would receive academic credits for programmes that were successfully completed here. The fee includes tuition.
<b>Progression</b>	Arrangements whereby students who have successfully completed a programme at one organisation may be considered on an individual basis for progression either to the beginning or to a more advanced stage of a programme of the degree-awarding body.

Further details on these categories can be found in the University's Academic Partnerships Policy.

The standing of any partner should be consistent with the requirements of the University's Strategic Plan.

### 4. Responsibility

In working with Partners, the University is responsible for:

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<sup>2</sup> "Admission to a programme at a stage other than the initial stage, on the basis that the student admitted is exempt from part of the programme, owing to equivalent prior learning that can be certified or evidenced"

<sup>3</sup> The global unit offers short Maymester, Summer and Winter schools both credit and non-credit bearing. These are under formal agreement in the same way as Study abroad but for a much shorter time

- The academic quality and standards, and the quality of learning opportunities of all awards made in its name, including those delivered jointly with another institution;
- Conducting appropriate and proportionate due diligence;
- The drafting and management of all partnership agreements, including maintaining an authoritative record of all academic partnerships entered into by the University;
- Ensuring that partner staff engaged in delivery of a collaborative programme are appropriately qualified and trained for their role;
- Appointing the External Examiners for all University programmes as applicable, including those delivered jointly with another institution;
- Maintaining its authority for awarding certificates and transcripts relating to the programmes of study delivered through collaborative arrangements;
- Ensuring that it has effective oversight over the accuracy of all published information relating to its collaborative provision, such as promotional material and programme information or guidance on the appropriate channels for student complaints and appeals;
- Ensuring that the partner has appropriate policies and procedures to protect academic standards and the student experience.

As part of their agreement with the University, both UK and International Partners are responsible for all aspects of the student journey:

- Ensuring that all required University policies and processes, to ensure academic quality and standards, including those processes involved in admissions, are implemented within the partner institution.
- Participating fully in the University's Annual Review and Enhancement (ARE) monitoring and five-year programme review processes;
- Working with the University to meet the requirements of all reviews, audits or thematic enquiries conducted by the Office for Students, DfE, QAA or other statutory or regulatory body;
- Ensuring that the University is notified of any relevant communication, notification of audit, cause for concern review or any other communication from the Office for Students, DfE, QAA or other statutory or regulatory body in relation to any aspect of a Liverpool Hope University programme;
- Working with the University to ensure that the terms and conditions originally approved at the time of programme approval, centre approval and approval to deliver continue to be met and informing the University promptly should there be any material changes;
- Ensuring that all public information is accurate and reliable in relation to Liverpool Hope University programmes, and that students have key information about their programme including the subject leaflet approved by Liverpool Hope University;
- Ensuring that the information made available to students includes guidance on the appropriate channels for student complaints and appeals.

The roles and responsibilities of both parties, whether in a cooperative or collaborative arrangement, shall be set out in a signed agreement between the University and the Partner.

## **5. Initial Approval for all Partnerships (Stage 1)**

A Partnership Proposal must first be approved by the Faculty Executive Board and then presented to the Vice Chancellor's Advisory Group (VCAG). Partnerships that are proposed by other routes (such the Dean of Global Engagement) will be approved by the Deputy Vice Chancellor. Where necessary, VCAG will request an initial due diligence assessment from the

University Collaborations Officer before this is progressed to the University Executive Board (UEB) where it will be presented by the relevant Executive Dean /Head of School. The Strategic Fit Matrix (Appendix 1) should be completed at this stage. The level of potential risk associated with each new partnership will be considered by UEB when determining whether to approve the proposal. The level of risk will inform any further due diligence required which might be accompanied by initial financial modeling and/or advice on academic matters.

UEB will then decide if the proposal will be a cooperative or collaborative one.

UEB will scrutinise the partnership proposal and decide whether to approve it in principle to proceed to approval. UEB may request further initial due diligence to be carried out at their discretion before arriving at a decision. They may also refer partnership proposals to other SLT committees as business requires, and proposals may also be referred to University Academic Committee where further consideration of academic matters is required.

## **6. Approval of Cooperative Partnerships (Stage 2A)**

Depending upon the level of cooperation, VCAG/UEB will inform the proposer to determine what further due diligence is required. The University Collaborations Officer and the Legal Services Officer will work with the person who proposed the Partnership to produce a partnership agreement.

Due diligence measures may include, but are not limited to:

- Establishing the appropriateness of other institutions' qualifications for the purposes of standard or advanced entry.
- Establishing the appropriateness of other institutions to provide LHU students with international study opportunities.
- Conducting further reputational, educational, financial or legal due diligence as necessary.

### **6.1. Qualifications for Standard or Advanced Entry, and Articulation/Progression**

Qualifications may be used for standard admission to University programmes, or for admission with advanced standing.

Where a qualification is to be used for standard or advanced entry to a University programme, the equivalence of the qualification to a UK qualification will be established through use of the ECCTIS UK ERIC database and other appropriate sources of information.

Where a qualification is to be used for advanced entry, the relevant Faculty must satisfy itself that a qualification is of the appropriate level and volume of credit, and, where applicable, that there is sufficient curriculum match, for example through the use of a curriculum mapping exercise, to allow the award of credit. The Registrar will assist with advising on the appropriateness of the qualification and on any formal approval requirements.

## **6.2. International Study Opportunities**

Where proposals are received to work with an overseas institution, The Dean of Global Engagement will work with relevant colleagues to ensure that the mission and values of the institution align with those of Liverpool Hope University. The Dean will confirm to UEB that an institution is considered appropriate to provide international study opportunities and appropriate Agreements will be produced by the Collaborations Officer.

## **6.3. Agreements for Academic Cooperation**

The University Collaborations Officer and the Legal Services Officer will draft the agreement for academic cooperation in consultation with the relevant Faculty/Service area and the proposed partner. Once a cooperative agreement is drafted to all parties' satisfaction it will be submitted to VCAG for approval, accompanied by a note from the University Collaborations Officer on any quality assurance and other due diligence measures that have been conducted.

An agreement for academic cooperation may be signed by the Vice Chancellor, a Deputy Vice Chancellor or a Pro Vice Chancellor or nominee.

## **7. Memoranda of Understanding (MoU)**

An MoU sets out possible future areas of activity without committing either partner to undertaking any activity, in order to allow initial discussion between parties to proceed. Before it is signed, the MoU must be referred to the Collaborations Officer to conduct a due diligence search on all named institutions and also to ensure the contents do not exceed the remit of the MoU.

The MoU may be signed by the Vice Chancellor, a Deputy Vice Chancellor, a Pro Vice Chancellor or nominee.

In all other respects, partnerships proposed through an MoU will be subject to the University's established partnership approval procedures.

## **8. Approval of Collaborative Partnerships (Stage 2b)**

In the case of collaborative proposals, or for other proposals where requested, UEB will require a financial case to be presented. The proposal, alongside the Partnership Costing Model, must be completed in liaison with Finance, Marketing, Student Life, Admissions, the Library, ICT, Estates, Student Futures and the Global Student & Partnership Centre (where applicable) to confirm resources and timescales. In the case of cooperative proposals, UEB may, at its discretion, require a financial case to be included.

Where collaborative proposals also include the approval of a programme of study, a programme proposal will need to be approved in accordance with QH1 Programme Approval.

### **8.1. Full Due Diligence - Reputation, Financial Standing, Capacity**



The University must satisfy itself that a proposed collaborative partner is of sufficient quality and standing to deliver a University programme of studies. Before any partner can deliver a University programme:

- A satisfactory proportionate due diligence exercise must have been conducted;
- The appropriate Faculty must support and resource the development and ongoing operational management of the Partnership;
- A current signed agreement must be in place;
- The Centre Approval process (which could include online proposals) must be complete as appropriate
- They must be Approved to Deliver each particular programme and required mode of delivery
- Any new programme must be approved in accordance with the established University process

The process seeks to confirm that the centre is able to fulfil the requirements for delivering HE programmes to an appropriate academic standard and can provide a student experience of sufficient quality for any specified programme approved by the University. It should be noted that separate approval is required for each site at which provision is to be delivered.

## **8.2. Centre Approval Visit**

Prior to a Centre Approval Visit, the proposed partner must provide a range of documentation as part of the Due Diligence exercise. In addition, for Validation Agreements, the partner will have to provide a Self-Evaluation document (SED), which will outline:

- The size, status, reputation, mission and objectives of the proposed partner;
- The proposed partner's experience of similar collaborative links or delivering similar provision;
- Copies of relevant quality assurance policies and practices within the proposed partner, including committee reporting structures, and any previous experience of engaging with a higher education institution's quality processes.
- An inventory of the resources available including teaching facilities, specialist facilities and library and IT facilities
- Details of the proposed partner's staff development policy and details of practice to demonstrate how staff knowledge/skills are developed.

For an associated and any subsequent Approval to Deliver, the partner must provide:

- CVs of relevant staff to be involved in the delivery, including details of their current teaching commitments;
- Details of specialist resources required for delivery of specific programmes such as laboratories, workshops and design studios;
- Details of learning resources required for delivery of specific programmes.

University Course Approval Process: For both Centre Approval and Approval to Deliver, the Panel will be provided with all relevant programme and module specifications, generated from the partners Academic Programme Management System. Where programme and module

specifications have been developed specifically for the partnership, and go through the University's usual approval process.

**8.3. Centre Approval** is carried out by a panel consisting of:

- A Chair, who will either be the Deputy Vice Chancellor or nominee;
- Two internal members, where one is a subject specialist from within the Faculty/School and one is from outside the Faculty/School;
- An appropriate member of Student Learning staff, nominated by the Director of Student Learning;
- The Senior Quality Officer
- The Health and Safety Advisor

The panel composition may be varied, at the discretion of the Chair, to respond to particular circumstances, e.g., where it is felt external input is needed to ensure impartial assessment of specialist technical resources or staffing requirements or to incorporate the requirements for an approval panel.

**8.4. Approval of Programmes**

Approval of a programme to be offered by a partner institution follows the normal University process as laid down in QH1-3 Programme Approval but the process itself may be combined with the approval and authorisation of that partner to deliver. Panels will be constructed to include the additional required levels of scrutiny required by the approval process.

**8.5. Approval to Deliver Meeting**

The panel will meet the proposed partner to discuss the proposal with centre staff and view the facilities. The documents listed above should be made available to the panel at least ten working days before the visit. At the end of the event the panel will meet and come to a decision on the outcome.

Where possible, approval events will be held at the proposed partner in order to allow an assessment of physical facilities and resources available to students. Where travel restrictions or other impediments beyond the University's control mean that travel to the partner is not possible, the University may employ other methods to assure itself of the appropriateness of a partner's resources, for example through virtual tours and the utilisation of independent experts available in the same locality of the partner. The level of risk involved in the proposed arrangement shall be considered when determining alternative arrangements, and any alternative approval arrangements must be approved by the Chair of Academic Committee before the approval event can proceed. Even where alternative approval arrangements have been agreed, following the event the approval panel or Academic Committee may determine that a physical visit to the partner by appropriate members of the panel or locally based independent subject experts is necessary before approval can be granted.

The possible event outcomes are:

- To recommend approval
- To recommend approval subject to conditions and/or recommendations

- To not recommend approval until further development work has been undertaken and, where appropriate, a subsequent approval event held.
- To withdraw from the partnership

Any conditions set by the panel must be completed before the programme can be approved and recruitment of students onto any programmes can begin. Any recommendations made by the panel must be reflected on and responded to by the programme team, but do not necessarily have to be incorporated into the programme. The panel will stipulate the date by which conditions must be met. A report will be produced of the event which will be agreed by the Chair and sent to the partner to confirm the panel's decisions and the reasons for them.

The partner will write a formal response to demonstrate how conditions and recommendations will be addressed, and will submit this to the Chair of the Panel before the deadline set. Once the panel is assured that conditions have been met, approval is given and the documentation will be forwarded to the University's Academic Committee for final ratification.

### **8.6. Agreements for Academic Collaboration**

The Collaborations and Legal Officers will draft the agreement for academic collaboration in consultation with the Faculty and the proposed partner.

Once a collaborative agreement is drafted to all parties' satisfaction, it will be submitted to UEB for approval, accompanied by the approval event report on any other quality assurance and due diligence measures that have been conducted.

An agreement for academic collaboration shall normally be signed by the Vice Chancellor, but may be signed by the Deputy Vice Chancellor.

### **8.7. Monitoring of Programmes Delivered by Partners**

An Annual Review and Enhancement (ARE) report must be completed for all programmes delivered by Partners during the previous academic year. A report template, based upon that for on-campus provision, should be used. Separate ARE Reports should be completed for each place of delivery, and submitted to the relevant Faculty Academic Committee.

Partner ARE Reports will be approved alongside annual Link Tutor Reports at the relevant Faculty Academic Committee and Partnerships and Accreditations Committee. For larger partnerships, a programme board may also be convened.

An overview of the annual programme monitoring process is included in QH4 Review of Existing Courses.

### **8.8. Collaborative Partner Link Tutors**

Link Tutors provide assistance and support for staff at partner institutions and provide assurance to the University that partnerships are operating appropriately and effectively.

Details of the roles and responsibilities of the Link Tutor are included in the Legal Agreement and in the Quality Assurance Schedule which forms part of the main agreement.

### **8.9. Changes to Programmes Delivered by Partners**

Where approved programme changes are required, reapproval is required. The process is described in QH5 Approval of Modification to Existing Provision.

Changes must be discussed and agreed with University programme teams before any changes are implemented at the Partner institution.

When programmes delivered by partners are reapproved, a Re-Approval to Deliver exercise will take place (see paragraph 11).

#### **8.10. 5-year Academic Review of Collaborative Programmes**

In addition to the annual monitoring process outlined above, all provision of the University is subject to review. Programme Reviews take place as necessary when identified by Faculty Academic Committees. Normally the period between reviews of the curriculum would not be greater than five years and may be sooner if concerns are raised regarding the provision.

### **9. Processes for Renewal of Academic Partnerships**

Both collaborative and cooperative academic arrangements which are due for renewal are subject to the oversight of UEB, usually through Partnership and Accreditations Committee (PAC). PAC must agree in principle that the partnership should be reviewed before reporting to UEB, or advise UEB that the partnership should not be renewed. Where appropriate, PAC may wish to review elements such as numbers of students recruited, numbers of students taking up international study opportunities, or a financial review of the performance of the partnership under the terms of the previous agreement. PAC shall take this review into account in considering strategic renewal of partnerships. Renewal of academic partnership agreements and approval of any reapproval of programmes and re-approval to deliver reports remains the responsibility of Academic Committee.

Where PAC agrees in principle to the renewal of the partnership, the Collaborations Officer will conduct a fresh review of due diligence, including the status of the institution, which will be reported to Academic Committee along with details of any updated quality assurance measures (for example, reports from programme (re)approvals and approval to deliver events or approval of updated curriculum mapping) which have taken place over the programme of the previous agreement. Consideration shall be given to any concerns which have been identified through External Examiner reports, ARE Reports and any reputational issues which could give cause for concern to the University.

In all other respects, procedures for renewal of a partnership shall follow those for establishment of a new partnership.

### **10. Partnership Reviews**

Annually, PAC reviews reports from each Faculty on their partnerships and accreditations which are then summarized by the Chair of PAC and reported to Academic Committee.

The University also reserves the right to carry out partnership reviews where it wishes to review the operation of a partnership or where there are causes for concern. Reviews will be determined out by VCAG who will make a decision with support from other colleagues within

the University.

Typically, a review panel will consist of two internal panel members and a representative from the Partner Institution. If External Examiner reports or 5-year Reviews have identified obvious areas of concern, then the University may at its own discretion invite an external panel member in an appropriate subject discipline to join the panel. The University may also invite other representatives onto the panel, for example a representative from Student Administration with oversight of partnerships, as required.

Areas for review may typically be, but are not limited to:

- Student Experience;
- Public Information;
- Assessment and Moderation;
- Operation of Examination Boards;
- Issues arising from External Examiner Reports, ARE and Five-Year Review

and will typically involve meetings with staff and students of the partner institution, alongside a review of documentation.

The Chair of the Review Panel will produce a report of the review, including any recommendations for action by the partner institution and University programme teams, who may also be required to produce an action plan in response. The finalised report will be presented to the University Academic Committee for approval.

## **11. Partnerships Register**

**11.1.** The Partnerships Register is the definitive record of the University's cooperative and collaborative academic partnerships. The Partnerships Register is maintained, updated and published by PAC. The Register contains the following information relating to each partnership:

- Partner
- Location
- Agreement Type
- Provision
- School
- Agreement Expiry date

The Partnerships Register is updated throughout the academic year as new partnership agreements are signed and historical agreements renewed.

### **11.2. Annual Review of the Partnerships Register**

Each Faculty shall review their Partnerships at every Academic Faculty meeting, with a formal review annually. This shall usually be through a dedicated agenda item at a meeting of the Faculty's Academic Committee. As part of this annual exercise, due diligence entries on the Partnerships Register shall be reviewed and refreshed by PAC.

PAC will flag up in particular those partnerships due to expire/renew and any KPIs that had been

originally agreed in relation to those partnerships. When deciding whether a partnership may be renewed the Faculty shall review the performance of the partnership due for renewal against any original KPIs specified for the partnership, and taking into account factors such as ranking position, the amount of activity such as recruitment numbers, quality of student experience and Faculty and University strategic fit.

Renewal of any associated academic partnership agreement remains the responsibility of Academic Committee.

Following this annual review and confirmation exercise, the Partnerships Register will be received annually by Academic Committee.

## **12. Additional Information**

### **12.1. Other Agreements**

An agreement may be proposed which is judged to be predominantly strategic, rather than academic, in nature such as research- or service-related. VCAG will work with the proposer to determine the most appropriate body for approval of the agreement.

### **12.2. Information Security**

Cooperative and collaborative partnership arrangements must be supported, where applicable, by information sharing and/or data processing agreements in accordance with data protection legislation. It is the responsibility of the Faculty/Service that shares information to ensure that an appropriate information sharing or data processing agreement is in place which includes data retention. Advice should be sought from the Legal Services Officer.

## Appendix 1 Strategic Fit

### PRIORITISATION CRITERIA:

Score each project with a priority value from 1 to 9 for the 3 criteria based on the following principles

Strategic Fit		1-3	4-7	8-9
VFM. Operational Efficiency/Income diversification	Will this initiative improve operational efficiency, financial, sustainability, income diversification?	No major improvement	Some improvement	Significant improvement
Recruitment	Does this initiative align & contribute to student recruitment and retention?	No direct alignment	Aligns indirectly/somewhat	Aligns significantly to student experience
Satisfaction	Does this initiative align & contribute to student satisfaction, NSS, TEF?	No direct/indirect alignment	Aligns indirectly/somewhat	Aligns directly to objective
Urgency		1-3	4-7	8-9
Proximity	How urgent is this initiative, could it wait a while?	Non time critical	Not urgent yet	Urgent now
Institutional Impact		1-3	4-7	8-9
Impact	Will this change positively impact the institute and majority of users?	No major impact	Some positive impact	Significant positive impact
Reputation	Will the delivery of this project enhance reputation?	Minimal enhancement	Some enhancement	Significant enhancement
Regulatory, Legal, Statutory, Compliance	Will this project fulfil a mandatory Regulatory, Legal, Statutory or Compliance requirement?	Not particularly	Yes, to some extent	Yes

## Appendix 2 Partnership Risk Assessment

Please indicate the level of risk (reputational, financial and/or strategic) associated with the proposed partnership by completing the table below:

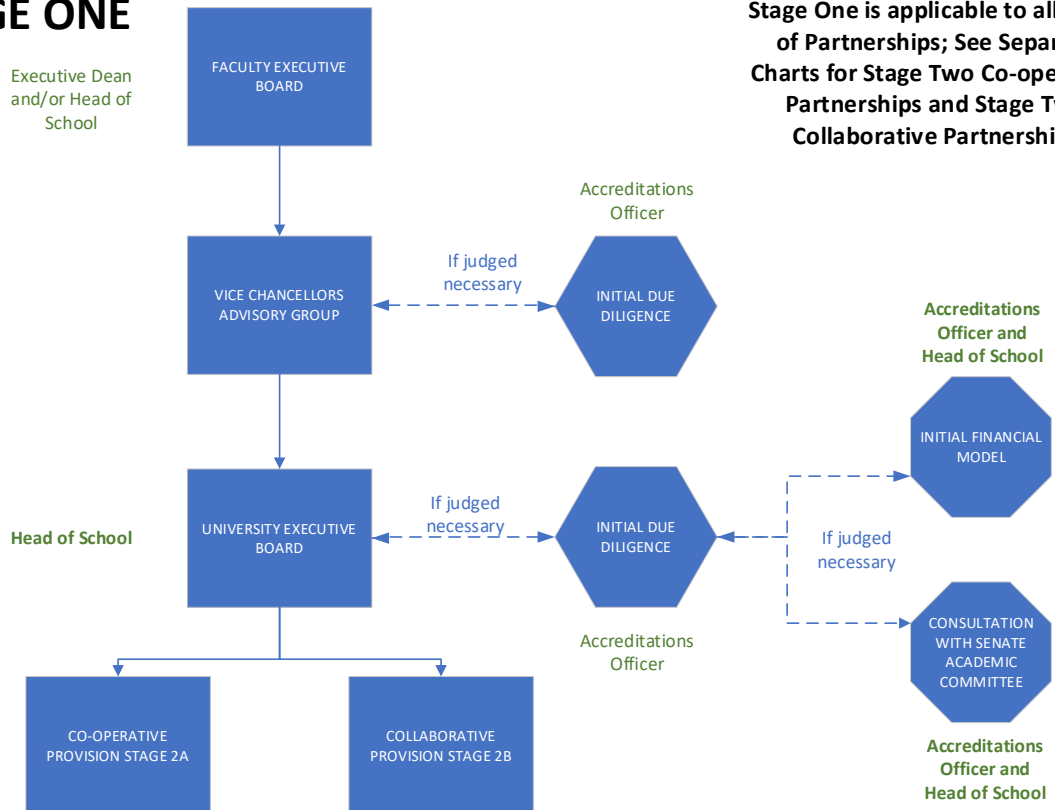
Enter the score awarded for each identified risk in the 'Score' column

Identified Risk	Low Risk: 1	Medium risk: 2	High Risk : 3	Score 1, 2 or 3
Geographical location of proposed partner	UK	European	International	
Proposed partner's capacity to contract	Publicly funded HE / FE (UK)	Privately funded HE / FE (UK)	Other	
Proposed partner's educational context	UK based HE system	European / Commonwealth based HE system	Other	
Student language at the proposed partner	UK or overseas – English first language	UK based – English second language	Overseas – English second language	
Language of delivery for the proposed course	English	Combination of English and other	Other	
Proposed partner's resource capacity to support the partnership	Large, well resourced	Small, well resourced	Limited resources	
Role of proposed partner	Dual Award Joint Delivery Joint Award Flying Faculty	Franchise arrangement Validation agreement Articulation Agreement Study Abroad/Exchange	Serial Arrangement	
Proposed partner's academic expertise	Courses at this level	Courses at a lower level	No experience in this field	
Proposed partner's previous experience with UK HEIs	At this level	At a lower level	None	
Proposed partner's quality assurance system or agency	UK QAA	European based QA system	International based QA System	
Proposed partner's capacity to provide appropriate datasets which align with the University's data management system	Alignment with the University's data management system	Partial alignment to the University' data management system	Datasets not aligned	
Total Risk Score:				
11-15 low risk 16-20 medium risk 21-33 high risk				



## Appendix 3 Flowcharts

### STAGE ONE



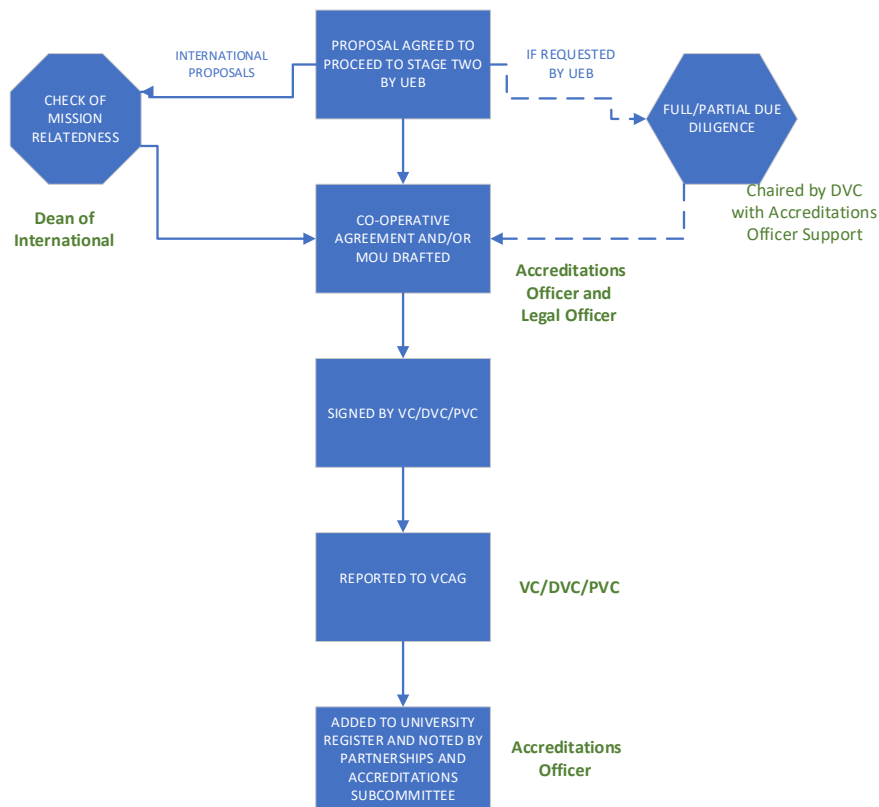
Stage One is applicable to all types of Partnerships; See Separate Charts for Stage Two Co-operative Partnerships and Stage Two Collaborative Partnerships

STAGE 2A

CO-OPERATIVE PARTNERSHIPS

NO DELIVERY OF PROGRAMME/  
MATERIAL BY PARTNERS

ARTICULATION AGREEMENTS  
(ADVANCED STANDING)  
STUDY ABROAD  
EXCHANGE



## STAGE 2B

### COLLABORATIVE PARTNERSHIPS

DELIVERY OF PROGRAMME/  
MATERIAL BY PARTNERS

JOINT/DUAL PROGRAMMES  
FLYING FACULTY/OFFSITE  
SUBCONTRACTUAL (FRANCHISE)  
VALIDATION

