



Joint Academic Stage Board

Policy on collaborative arrangements

At the meeting of the Joint Academic Stage Board on 13 February 2003 it was agreed that a representative of the Board must be invited to attend the validation event and/or site visit of any collaborative arrangement in respect of a qualifying law degree. A Board representative must also be invited to participate in any review, renewal or revalidation event.

If the validation event is to take place at the awarding institution then the representative of the Board must take part in that event and then if necessary be invited to take part in a site visit to the partner institution (the non-QLD programme presenter).

Universities that have collaborative arrangements in place prior to 2003 will continue to have their awards recognised as long as the awarding institution has certified to the professional bodies that the arrangement complies with the QAA Code of Practice for the assurance of academic quality and standards in higher education in relation to collaborative arrangements and with the requirements of the Joint Statement 1999.

From September 2003 all collaborative arrangements have been subject to the same timetable for notification for new qualifying law degrees:

- A university which intends to enter into a collaborative arrangement for delivery of any aspect of a qualifying law degree must have notified both professional bodies of its intention by **30 November** of the academic year preceding the commencement of the collaborative arrangement;
- For any collaborative arrangement taking effect in the following September the validation event should take place before **30 April** of that year;
- All documentation relevant to the validation should be sent to the representative of the professional bodies at least **4 weeks** in advance of the validation event;
- The documentation should describe the way in which the collaborative arrangement will satisfy Section 2 of the QAA Code of Practice and should include the following:

- The programme specification;
- A copy of the agreement between the awarding institution and the non-QLD programme presenter;
- A matrix mapping how the programme outcomes cover the relevant QAA benchmark statements;
- A matrix mapping how the programme outcomes cover the Joint Statement knowledge and transferable skills in Schedule One;
- A table which lists those subjects which are intended to cover the Foundations of Legal Knowledge set out in Schedule Two of the Joint Statement with their credit rating;
- The unit descriptors for the law subjects to be delivered by the non-QLD programme presenter and the unit descriptors for the same law subjects when delivered by the awarding institution;
- Details of which institution will set the assessments of the law subjects to be delivered by the non-QLD programme presenter and the mechanics of the assessment (ie which members of staff will undertake first marking and second marking/internal moderation? Also details of external examiner(s).)
- Details of how the awarding institution will quality assure the assessment process including the security arrangements for the transportation and storage of question papers;
- Details of how the arrangement addresses the precepts of the guidance on the determination of learning resources for recognised law programmes for the non-QLD programme presenter;
- CVs of the academic staff who will be teaching the law subjects at the non-QLD programme presenter;
- The Student Handbook for students who will be studying at the non-QLD programme presenter.

NB. Consideration of the application may be delayed if any of the above documents are not provided.