

Educational Partnerships Policy: Articulation Arrangements



Definition and Key Characteristics

1. The process by which a qualification and/or credits from a programme of study undertaken at an approved partner institution is recognised as giving advanced standing for entry to Newcastle University programmes.
2. Students who meet the required threshold for entry are guaranteed a place on the Newcastle University programme.
3. Entry is not normally permitted to the final stage of the programme.
4. Newcastle University is not normally involved in the development and delivery of the partner programme. The University may recommend elements of provision to be included in the partner programme which will enable students to achieve the required standard for entry to Newcastle.

Development and Approval Process

Identification of partners and models

5. Proposers should consider the negotiation points and potential models possible when discussing the arrangement with their proposed partner:
 - a. [Guidance on areas for discussion with potential partners](#)
 - b. [Guidance on models of collaboration for articulation and pathway agreements](#)
6. At an early stage notification should be provided to International Relations team and LTDS of the discussions.

Initial Proposal Template (IPT)

7. After preliminary discussions the first step in the formal approval route is the completion of the Initial Proposal Template: <http://www.ncl.ac.uk/res/teaching/how.htm>
8. Approval of the IPT provides you with permission to move to the next steps in developing the arrangement.
9. The IPT will be initially considered by members of the University's [Learning and Teaching Projects Operational Group](#), before submission to your Head of School, Faculty and the Pro-Vice Chancellor (Learning and Teaching) for approval to proceed with the proposal.

Articulation Arrangement Template

10. After the IPT is completed more detailed discussions with your partner can take place on mapping of the programmes to ensure that the programme is appropriate for entry to Newcastle. The outcome of the discussions should be documented in the [Articulation Arrangement Template](#)

Board of Studies approval

11. The BoS should review the [Articulation Arrangement Template](#) to ensure the appropriateness of the alignment between the two partners and whether appropriate measures are in place to support the arrangement.

FLTSEC approval

12. Once BoS approval is given the Articulation Arrangement Template should be submitted to the Chair of the relevant FLTSEC for Faculty approval.
13. FLTSECs will consider the following areas in reaching a judgement on whether or not to approve the arrangement:

- a. Whether there is an appropriate match between the programmes to ensure students entering via the articulation arrangement will have attained the same standard as studying the full award at Newcastle and entering the same stage of their studies.
- b. Whether the plans to support and integrate students to the cohort are appropriate
- c. Whether the arrangements for on-going monitoring of the arrangement are appropriate.

Educational Partnerships Sub-Committee considerations of partner and arrangement

14. The Educational Partnerships Sub-Committee is responsible for the consideration of all collaborative partnerships on behalf of the University.
15. The EPSC will consider the following documentation in order to assess whether the criteria for approval (as set out in the Educational Partnerships Policy) have been met.
 - a. Articulation Arrangement Template
 - b. Articulation Arrangement Partner Approval Template
 - c. Draft legal agreement
 - d. Initial Proposal Template
16. EPSC will then make a recommendation to ULTSEC on whether or not to approve the partner.
Final approval
17. Once final approval has been provided by ULTSEC the legal agreement may be signed.
No students can be enrolled on the arrangement until the signed agreement is in place.

Monitoring and Renewal process

Monitoring

18. The Board of Studies is responsible for the on-going monitoring of the arrangement including ensuring that the two programmes remain appropriate for advanced standing purposes.
19. The BoS should regularly review the performance of students coming through the arrangement to ensure comparability with other groups of students and identify actions to address any concerns.
20. The Annual Monitoring and Review process should reflect how the partnership has progressed and whether any major issues have been identified.

Renewal of arrangement

21. Each articulation arrangement is formally reviewed by EPSC on a regular basis. This is normally undertaken on a five year cycle (or as specified in the legal agreement).
22. EPSC considers a range of evidence and provides a recommendation to ULTSEC on whether the partnership should continue and a new legal agreement to be signed.

Contact details:

If you are planning on developing an articulation arrangement or require any further information please contact:
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