**Institutional Review, Risk Assessment   
and Due Diligence Report**

**Category B – Articulation Agreement**

An Institutional Review and Due Diligence Report enables the University to confirm that the proposed Partner institution is, prima facie, compatible in mission and sufficiently financially sound to support the collaborative activity.

**DUE DILIGENCE**

**BACKGROUND AND RATIONALE**

|  |  |
| --- | --- |
| **Name of Organisation / Institution** |  |

|  |  |
| --- | --- |
| **1. Strategy** |  |
| Brief Description of the Proposed Arrangement.  *Please explain the rationale for the partnership and how the collaboration will work* |  |
| How does this fit in with the University’s overall strategy?  *Please explain how the collaboration fits with the plans of the School and how it will benefit the University as a partner* |  |
| Programmes Involved |  |
| Lead Academic School |  |

|  |  |
| --- | --- |
| **2. Partner General Information** |  |
| Type of Institution (please tick) | University  FE College  Other – please specify |
| Legal Status (please tick) | Publicly funded  Private  Charitable |
| Range of awards offered  (please tick one or more) | Sub Honours degree  Up to Honours degree  Up to Masters degree  Research Degrees |
| Total student numbers | Undergraduate  Postgraduate |
| Total number of staff  Brief profile of academic staff, e.g. percentage of Professors, staff with PhD qualification | Academic  Administration |
| Existing links and nature of the links with other UK HEI’s, if any |  |
| Existing links with HEI’s in other countries |  |
| Courses currently offered in the broad area by the institution |  |
| National and international reputation of the institution.  General ranking, subject specific ranking, if available |  |
| QA standing of the institution and outcome of any external QA reviews |  |
| Lead contact for this collaboration in partner institution | Name |
| Title |
| Email |
| Telephone |
| Address if different from above |
| Is the institution listed on NARIC as a recognised HEI?  YES / NO |  |
| Source of Funding  (Please tick one or more) | Fees  HEFCW funded numbers  Other |

**PROPOSED COLLABORATION PROGRAMME**

|  |  |
| --- | --- |
| **Academic Matters** |  |
| Programme(s) Involved  Please specify the name and type of award. |  |
| Are there any accrediting bodies or exemptions associated with the BU degree?  YES/NO |  |
| If ‘YES’, what are the implications for advance entry students? |  |
| What are the entry requirements onto the partner’s programme?  Are the students international (in the partner country)? |  |
| Please confirm that the partner has adequate library, ICT, laboratory and other physical resources to deliver the programme |  |
| Proposed Duration |  |
| Proposed Start Date |  |

|  |  |
| --- | --- |
| **Financial Due Diligence** |  |
| Forecast Number of Transfer Students |  |
| What tuition fees to students pay at the institution per annum? |  |
| What investment, if any, is required by BU to maintain an effective partnership. For example:   * Annual partner visits * teaching visits, duration? * Hosting visits to BU * Hosting visiting academics * other |  |

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| **UKVI Considerations** | |
| 1. Are there any aspects of this prospective partnership arrangement that require further consideration from a UKVI perspective e.g. non-standard delivery, contact hours, compulsory placements etc? | Yes / No (please delete as appropriate)  If ‘Yes’ please complete Question 2. |
| 1. Please elaborate and explain:      * What aspects need consideration? * Have the requirements of the UKVI Tier 4 Student Visa policy been considered in consultation with the Governance and Compliance team? * What are the conclusions? * Have the conclusions been signed-off / approved? * By whom?   If the answer to Q1 is ‘Yes’ and Q2 has been completed, a copy of this form should be sent to the Head of Governance and Compliance. |  |

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| **Ethical Due Diligence** |  |
| Are there any ethical considerations of doing business in this country? |  |
| Are there any ethical considerations of doing business with this institution? |  |
| Has the institution been subject to any negative publicity? |  |

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| **Any Other Relevant Information** |  |
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| **Author of Report** | |  |
|  | Name |  |
| Title |  |
| Email & Extension |  |
| Author of this Report | |  |
| Date | |  |

**IEC Signature:**

Staff Name:

Title:

Date:

**Head of School Signature:**

Head of School Name:

School:

Date:

**Dean of College Signature:**

Head of School Name:

School:

Date:

More Head of Schools and Deans of Colleges can be asked to sign if more schools are involved in the partnership.

**RISK ASSESSMENT ARTICULATION**

**12-17: Low Risk 18-25: Medium Risk 26+: High Risk**

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| --- | --- | --- | --- |
| **Risk Area** | **Criteria** | **Level** | **Score** |
| Partner’s Status | University offering taught and research degrees, international standing | 1 |  |
| University offering taught and research degrees | 2 |
| University or College offering taught degrees only | 3 |
| Publicly funded FE College | 3 |
| Private College or organisation | 4 |
| Partner’s Academic Standing in most recent external review of academic provision | Highly commended | 1 |  |
| Commended | 2 |
| Adequate | 3 |
| Inadequate | 4 |
| Partner’s Reputation (last 2 years) | No negative publicity / reputation plus very positive reputation / publicity | 1 |  |
| Some minor negative publicity alongside positive reputation and publicity | 2 |
| Some negative publicity with no positive publicity | 3 |
| Negative and damaging publicity | 4 |
| Role of Partner | Support centre only & teaching provided by Bangor staff | 1 |  |
| Teaching provided by a combination of Bangor and partner staff | 2 |
| Teaching delivered by partner with Bangor staff limited support | 3 |
| Partner’s expertise in this area | Partner has established programmes at this level of award | 1 |  |
| Partner has established programmes at a level immediately below the planned level of award | 2 |
| Other | 3 |
| Partner’s collaboration with other UK HEI’s | Partner has experience of collaborating at this level with research led UK HEI’s | 1 |  |
| Partner has experience of collaborating at a lower or similar level with new UK HEI’s | 2 |
| No experience of collaborating with any UK HEI’s | 3 |
| Expertise of staff in the partner institution | Most of the partner staff who will be involved in the delivery of the programme have relevant expertise at a level above the level of award | 1 |  |
| Most of the partner staff who will be involved in the delivery of the programme have relevant expertise at the level of award | 2 |
| Some of the partner staff who will be involved in the delivery of the programme have relevant expertise at a level lower than the level of the award. | 3 |
| Staff has little relevant expertise | 4 |
| Bangor School’s experience of collaborative provision | School has prior experience of collaborative provision | 1 |  |
| None | 3 |
| Programme | This programme or similar programme is provided by the Bangor school | 1 |  |
| New programme in an established curriculum area | 2 |
| New programme in a curriculum area not currently available in Bangor | 3 |
| Qualification | Undergraduate or sub-degree | 3 |  |
| Masters | 2 |
| PhD | 1 |
| Partner’s resources | Large institution (>10,000 students), generally well resourced | 1 |  |
| Medium or small institution (<10,000 students), generally well resources | 2 |
| Limited resources | 3 |
| Professional body recognition | None | 1 |  |
| Course requires professional body recognition | 3 |
| **Total** |  |  |  |