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

**Category D1 (Research joint supervision,   
Research or learning support at a partner institution)**

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 |
| Type of Collaboration | Joint Supervision of Research (co-supervisor is from the partner) |
| Research conducted at the partner (including research and taught postgraduate programmes) |
| Provision of learning support, resources or specialist facilities, as a small module component or small part of a research project. |
| 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 students? |  |
| Where research is conducted at the partner or learning support and resources are made available for research or teaching, please confirm that the partner has adequate library, ICT, laboratory and other physical resources to deliver the proposed arrangement. |  |
| Proposed Duration |  |
| Proposed Start Date |  |
| Forecast Number of Participating Students over duration of arrangement |  |
| Will students pay any tuition fees to the institution? |  |
| Will the University make any payment to the institution for this provision? |  |
| What investment, if any, is required by BU to maintain an effective partnership. For example:   * Annual partner visits * Supervisory visits * Hosting visits to BU * Hosting visiting academics * other |  |

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| **UKVI Considerations** | |
| 1. Are there any aspects of this arrangement that require further consideration from a UKVI perspective e.g. continued sponsorship of students when overseas. | 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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| **Author of Report** | |  |
|  | Name |  |
| Title |  |
| Email & Extension |  |
| Author of this Report | |  |
| Date | |  |

|  |  |
| --- | --- |
| **Any Other Relevant Information** |  |
|  | |

**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 CATEGORY D1:**

**JOINT RESEARCH SUPERVISION, RESEARCH AT PARTNER LOCATION, USE OF RESOURCES**

**Up to 13: Low Risk 14-21: Medium Risk 22+: High Risk**

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| --- | --- | --- | --- |
| **Risk Area** | **Criteria** | **Level** | **Score** |
| Partner’s Status | University offering taught and research degrees, international standing | 0 |  |
| Specialist Research Institution | 0 |
| University offering taught and research degrees | 1 |
| University or College offering taught degrees only | 2 |
| Publicly funded FE College | 2 |
| Private College or organisation | 3 |
| Partner’s Academic Standing in most recent external review of academic provision | Highly commended | 1 |  |
| Commended | 2 |
| Adequate | 3 |
| Inadequate | 4 |
| Potential collaboration projects with BU  *(If it is more than one types of collaboration, then select the highest risk level)* | 1. Joint Supervision of Research (co-supervisor is from the partner) | 2 |  |
| 2. Research conducted at the partner (including research and taught postgraduate programmes) | 1 |
| 3. Provision of learning support, resources or specialist facilities, as a small module component or small part of a research project. | 2 |
| Partner’s expertise in the subject area 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 |

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| --- | --- | --- | --- |
| Expertise of staff in the partner institution | Partner staff 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 such arrangements | School has prior experience of such arrangements | 1 |  |
| School has limited experience of such arrangements | 2 |  |
| School has no experience of such arrangements | 3 |  |
| COMPLETE ONE OF THE SECTIONS BELOW ACCORDING TO TYPE OF COLLABORATION PROJECT (section immediately above) | | | |
| FOR  1. Joint Supervision of Research (co-supervisor is from the partner) | University / research organization enjoys international reputation for research expertise | 1 |  |
| University / research organization enjoys national reputation for research expertise | 2 |
| University / research organization national reputation for research is acceptable | 3 |
| FOR 2 and 3:  2. Research conducted at the partner (including research and taught postgraduate programmes)  3. Provision of learning support, resources or specialist facilities, as a small module component or small part of a research project. | Very well resourced with expert facilities for area of research | 1 |  |
| Generally well-resourced with relevant facilities | 2 |
| Limited resources | 3 |
| Professional body recognition | None | 1 |  |
| Course requires professional body recognition | 3 |
| **Total** |  |  |  |