

# Student Protection Plan

2025 Version 1.0  
Effective from: 2 October 2025



Date	Supersedes	Description of Change
2 October 2025	N/A	NEW

Document Owner	Approved By	Date Approved	Review Frequency
Academic Registrar	Senate Regulations and Special Cases Committee.	2 October 2025	Annual

Note: In exceptional circumstances, and subject to approval by the Chair of the Senate Regulations and Special Cases Committee, responsibilities assigned to Schools, Heads, of School, School Officers or School Committees in these Regulations may be assumed by the College, Head of College, College Officers or College Committees respectively, as appropriate.

# Student Protection Plan



PRIFYSGOL  
**BANGOR**  
UNIVERSITY

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## Introduction

1. This Student Protection Plan outlines Bangor University's commitment to protecting students' interests, maintain academic quality and standards, safeguarding equality and to the continuation of delivery of Welsh-medium education in the event of material changes to programme delivery, programme structure, or institutional status. The Plan complies with our obligations under the Tertiary Education and Research (Wales) Act 2022, as enforced by MEDR (Y Comisiwn Addysg Drydyddol ac Ymchwil).
2. This Plan is applicable to all students of Bangor University, including students studying through collaborative provision, on validated or franchised programmes delivered by UK partner institutions, transnational education (TNE) partnerships overseas, or studying on joint or dual degree programmes.
3. For students undertaking a programme of study with Bangor University and who wish to transfer to another programme of study either at Bangor University or with another provider advice and guidance is available  
<https://www.bangor.ac.uk/studentservices/leaving/index.php.en>

## Regulatory Compliance and Oversight

4. Bangor University is a regulated provider under the new Welsh post-compulsory education framework. Under MEDR, the University must ensure:
  - Continuity of high-quality education
  - Protection of student interests in cases of institutional change or disruption
  - A fair and transparent approach to programme and campus changes
5. The University will notify MEDR of any material changes affecting provision or institutional viability.
6. The University's governance structures (Council, Senate, Education and Student Experience Committee) maintain oversight of Academic Standards and the Student Experience.
7. The Strategic Risk Committee is responsible for oversight of the corporate risk register, including monitoring risks associated with restructure.

## Principles

## 8. The University is committed to:

- prioritising the continuity and quality of student learning;
- minimising disruption to students' studies and signposting to areas of support;
- communicating early and transparently with students
- about any changes, including collaborating with the Bangor Students' Union to ensure transparency and student voice;
- consulting meaningfully with students and staff;
- providing equivalent learning opportunities or alternative arrangements;
- upholding its commitments to Welsh-medium education;
- ensuring contractual arrangements with partner institutions, UK and overseas, include student continuity provisions;
- maintaining strong governance, financial monitoring and strategic planning; and
- complying with regulatory obligations under MEDR.

**Identified Risks and Mitigation**

9. The University has assessed potential risks to the continuation of study, these are monitored through the Strategic Risk Committee and the continued review of this plan to mitigate their potential impact.

Table 1: Identified Risks and Mitigations

Risk	Affected Student	Response and Mitigation
Programme closure	All students	Teach-out Transfer options Personalised academic support
Change in campus or mode of delivery	On-campus, hybrid and distance learners	Relocation/remote learning support Flexible access to facilities
Termination or suspension of a collaborative agreement	UK/Overseas partnership students	Transfer to Bangor or another delivery partner or via remote delivery Continuation of study where possible
Reduction in Welsh-medium provision	Welsh speaking students	Maintenance of key modules Liaison with Coleg Cymraeg Cenedlaethol

Staff changes affecting supervision	PGR and UG/PGT students	Supervisor reassignment Mentoring support
Financial instability or institutional restructuring	All students	Managed risk framework Stakeholder communication External assurance via MEDR
Institutional Closure or Insolvency	All students	Activate institutional-level contingency plans Work with MEDR and relevant stakeholders to facilitate student transfers or teach-outs Honour commitments to Welsh-medium education and protected groups

### **Support for Students Affected by Change**

10. Students affected by any change will be offered:

- tailored academic advice and progression planning, including where relevant, teach-out for students to complete their programme or assistance in transferring to an alternative programme at Bangor or another provider;
- academic, pastoral support and wellbeing support;
- financial support in specific cases (e.g., travel costs for transfers)
- clear timelines and documentation outlining options;
- maintenance of access to complaints and appeals procedures;

11. Support will be provided equitably to UK and Overseas students, and to those studying with partners.

### **Communication and Review**

12. The Student Protection Plan will be:

- monitored by the University Executive, with oversight from Council and Senate;
- published on our website and accessible to all students;
- reviewed annually in consultation with students, student representatives and the Students Union; and
- updated promptly in response to significant changes in institutional risk or to reflect changes in regulatory requirements.

### **Welsh-Language Commitment**

13. In line with the Welsh Language Standards and MEDR's bilingual education principles, Bangor University will:
- protect and support the right of students to study in Welsh;
  - ensure Welsh-medium provision is not disproportionately affected by programme changes;
  - ensure Welsh-speaking students receive communications and support in their preferred language; and
  - consult with Coleg Cymraeg Cenedlaethol and other relevant bodies when changes affect Welsh-medium pathways.

### **Contact Points for Students**

14. Students who may be affected by material changes to programme delivery, programme structure, or institutional status can contact:
- Marketing, recruitment and communications: [marketing@bangor.ac.uk](mailto:marketing@bangor.ac.uk)
  - Students' Union (Undeb Bangor): [su@bangor.ac.uk](mailto:su@bangor.ac.uk)
  - University Secretary's Office: [secretary@bangor.ac.uk](mailto:secretary@bangor.ac.uk)
  - International Education Centre: for students on overseas programmes, [international@bangor.ac.uk](mailto:international@bangor.ac.uk)
  - Collaborative Provision Office: [partnerships@bangor.ac.uk](mailto:partnerships@bangor.ac.uk)

## **Appendix 1: Material changes**

Material programme information is defined as the information present on the relevant programme entry on the Bangor University website.

Any materials changes to programmes, under CMA legislation, must be communicated to, and agreed by, affected students. Material changes to programmes are;

- Changes to programme title
- Changes to compulsory modules (including change to the module title or a change in the compulsory module structure of the programme).

This does not include changes to the syllabus, learning outcomes or assessment of modules unless this changes the fundamental description of the programme as set out in the programme entry (for example, adding exams to a programme that is described as not having any or significant changes to the content/focus of a programme).

Optional modules are generally not considered to be part of the material information. However, significant changes to optional choices (particularly where choice is reduced or modules are removed) can be considered a material change. In these cases, the University's Quality Enhancement Unit will advise the Faculty whether student consultation and/or agreement is appropriate.

Where changes have to take place, due to a legislative change or if they are required by a PSRB to maintain accreditation, then student agreement is not required. However, students will be informed of the change as soon as possible.

## Appendix 2: Template Teach Out Plan

**Guidance:** A Teach Out Plan should be agreed and completed to manage the programme closure process and teaching out arrangements. This follows the approval for Programme Closure by the University's Curriculum Strategic Approval and Monitoring Delivery Group (CSAMDG). Where the process is complex, involves the closure of a programme with a number of partners/stakeholders or one or more courses (in the case of a collaborative partner who delivers multiple programmes and/or partnership closure), a Programme Closure Management Group should be established.

### Section One: General Information

<b>School:</b>	<i>Insert the name/s of the school(s) responsible for the programme</i>
<b>Name of other School affected (where applicable, e.g. Joint Honours):</b>	
<b>Name of Partner Institution(s) (where applicable):</b>	<i>Please complete with full name</i>
<b>Programme(s):</b>	<i>Identify programme/s affected</i>
<b>Date action plan created:</b>	<i>Insert the date when the plan was agreed (and scheduled updates)</i>
<b>Person responsible for action plan:</b>	<i>Please enter your name and job title</i>

<b>Last date students may be enrolled:</b>	<i>This information is important to ensure no further enrolment takes place after the agreed enrolment period</i>
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<b>Last anticipated date students will complete the programme(s):</b>	<i>A date should be determined when the last students will complete the programme and when the last examination board will take place (for each course if different). NB Anticipated date of completion for part-time students / non-standard intakes</i>
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**Where Bangor University is terminating the collaborative arrangement (and/or partnership) with the partner, complete the following information:**

<b>Formal letter sent to Partner Institution:</b>	Yes/No	<b>Date Sent:</b>		<b>Name of Executive Signatory:</b>	<i>All formal partnership termination letters must be signed by Vice-Chancellor / member of Executive</i>
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**Where the partner is terminating the collaborative arrangement (and/or partnership) with the University, complete the following information:**

<b>Formal letter received by Vice-Chancellor's office from Partner Institution:</b>  <i>In the event the partner is terminating the partnership they should do so formally in writing. Please complete the details in this section.</i>	Yes/No	<b>Date Received:</b>			
<b>Response letter sent to Collaborative Institution:</b>  <i>The University should respond formally in writing to the letter received from the partner. These details should be completed here.</i>	Yes/No	<b>Date Sent:</b>		<b>Name of Executive Signatory:</b>	<i>All formal partnership termination letters must be signed by Vice Chancellor/member of Executive</i>



## Section Two: Action Plan

AREAS FOR CONSIDERATION		ACTIONS REQUIRED	RESPONSIBILITY	TARGET DATE(S)	PROGRESS
1	<b>Agreement of action plan and set up of Programme/Partnership Closure Management group (as appropriate)</b> <i>Agreement of programme closure action plan (and equivalent at partner organisation for collaborative provision) and targets set for progress updates.</i>				
2	<b>Notification to QEU, Registry, Digital Services, Admissions, Marketing and Communications, Planning, and Finance,</b> <i>Relevant University departments should be informed of any closures and predicted dates of completion. Agree responsibility for on-going communications about closure with these departments.</i>				
3	<b>Closure of recruitment and removal of related publicity materials</b> <i>Ensure that both the University (and the partner organisation) have closed recruitment activity and removed course/s from UCAS and other promotional materials, websites, etc.</i>				
4	<b>Notification and communications to applicants</b> <i>It is essential that applicants, including those who have been offered a place on a course but not yet accepted, deferred offers and those who have accepted a place but not yet registered, are informed of course closure and options available to them. This may include an alternative course or confirmation of their decision to release their place on a Bangor University Programme.</i>				
5	<b>Notification and communications to students</b> <i>Students must be kept informed of any changes that may affect them in relation to the closure and student representatives should be involved in planning and managing course closure. This may include arrangements for teaching and supervision, support for placement/WBL, PSRB requirements, reassessment and plans for retake modules and for temporarily withdrawn students.</i>  <i>Students should be informed in a meeting so that they can be given reassurances about arrangements to ensure the quality of their experiences through the 'teach out' of the</i>				

	<p><i>course, ask questions, raise any concerns as well as receive written confirmation of arrangements if necessary.</i></p> <p><i>It is important to agree who will have the communication responsibility, particularly for Joint Honours courses and those delivered in partnership. Individuals in both the University and, where applicable, the partner should agree any communications with or sent to students for collaborative provision.</i></p>				
6	<p><b>Student progress, temporary withdrawals, referral and retake students</b></p> <p><i>Confirmation of numbers of existing students and modes of study on each programme/cohorts and predicted completion dates. Provision must be made for students with referrals and arrangements agreed for potential retakes and temporary withdrawal students. Students should not be disadvantaged due to the closure and arrangements should take full account of their needs.</i></p>				
7	<p><b>Examination Boards</b></p> <p><i>Confirm arrangements for marking, moderation and attendance at examination boards. Agree timings of subject/examination boards including a plan to manage students with referrals, retakes or who are temporarily withdrawn. NB See Annex to the Assessment Policy regarding potential courses of action in event of retakes when modules are not running.</i></p>				
8	<p><b>External Examiner appointments</b></p> <p><i>Check with QEU that External Examiners contracts related to the programme(s) do not finish before the predicted end of the course. It may be necessary, in liaison with QEU, to review and extend a contract, or appoint new externals to see the closure out.</i></p> <p><i>External Examiners must be notified by QEU of the closure of the programme(s) and the arrangements made for completion of students, particularly if this varies from the norm.</i></p>				
9	<p><b>Programme(s) approval and review</b></p> <p><i>Check with QEU that the course remains in approval for the length of the closure or, if not, then agree arrangements with QEU.</i></p>				
10	<p><b>Programme management and delivery</b></p> <p><i>Seek and provide assurances that the course can be delivered as approved until completion of the final students registered on the course. Where this is deemed to be at risk, agree alternative arrangements to secure the student experience with the Pro Vice Chancellor</i></p>				

	<i>Education and Student Experience and Academic Registrar and consult with students prior to final agreement.</i>				
11	<b>Professional, Statutory and Regulatory Bodies (PSRBs)</b> <i>If any professional bodies are associated with the course, they should be advised of the closure and their advice considered. Agree who will communicate with PSRBs.</i>				
12	<b>Communication with other stakeholders and relevant University (and partner organisation) departments</b> <i>This could include: Library, Digital Services, Wellbeing, Student Support and other learning services, student services departments.</i>				
	<b>ADDITIONAL CONSIDERATIONS FOR COLLABORATIVE PROVISION</b>				
13	<b>Formal letter to collaborative institution (if not already sent/or received and acknowledged)</b> <i>If a formal letter has not been sent but the decision has been made to close the partnership or a particular programme at a collaborative partner, please state here who will write the letter, who will sign the letter and when the letter will be written.</i> <i>Where a partner has decided to terminate, the same information must be entered here in relation to both the termination letter from the partner, and the formal acknowledgement of the termination from the University.</i>				
14	<b>Partnership Agreement</b> <i>If the Partnership Agreement is due to expire before the students complete, then an interim agreement or an amendment to the existing agreement must be considered to safeguard the student experience. Discuss with QEU and ICE.</i> <i>The Agreement can only end when the last student completes their programme, there are no outstanding referrals or retakes and 'teach out' arrangements are agreed.</i>				
15	<b>University and Partner Publications and Websites</b> <i>When all students have completed, ensure that all references to the University in programme related materials are removed from partner public information, including hard copy and web-based (and vice versa in University publications, including programme specifications, prospectus, website).</i> <i>Where the partnership has closed, the partner organisation will be deleted from all relevant University public information.</i>				

16	<b>Intellectual Property</b> <i>Due consideration must be given to the clauses of the agreements related to intellectual property and confirmation of rights.</i>				
17	<b>Copyright issues</b> <i>Any issues of copyright for the programme operated at the partner are to be considered.</i>				
18	<b>Data Protection</b> <i>Consider the supply of student data in relation to the Data Protection Act, before agreeing to pass on students' records etc.</i>				

### Section Three: Closure Commentary

<b>Lessons Learned</b>	<i>Please complete this section as the closure progresses or when the closure is complete; the closure action plans will be reviewed and monitored at Curriculum Quality Assurance Delivery Group and by Schools. Any information that can assist colleagues in the future will be reviewed and used for guidance.</i>
<b>Further information/ comments</b>	<i>Please complete, as you feel appropriate. This section should be used to conclude the action plan once the collaboration has ended.</i>