Process for Forming

Articulation Agreements

Institution Expression of Interest

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| International Partnership Office (IPO) to review andresearch potential partnership.Institutional Review and Due Diligence Report [[1]](#footnote-1)Risk Assessment Form Completed by IPO and signed by relevant schools |

If not recommended If positive recommendation

to proceed from IPO

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| Course Mapping andEntry Requirements agreed by Schools  |

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| IPO to inform partyrequesting link |

 If MOU required

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| MOU drafted and signed by VC or nominee and recorded on the central data base  |

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| IPO to draft Articulation Agreement |

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| External Partnership Scrutiny Group (EPSG)assess proposal and sign off |

If not approved If approved (feedback from EPSG to be considered)

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| IPO to inform party and relevant Schoolsrequesting link  |

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| Articulation Agreement finalised with School’s confirmation and signed by Partner Institution followed by BUPVC for T&L |

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| Promotion of programme begins – Annual review – led by IPO |  | Signed copy to IPO for recording on central data base |

1. Visit Report from staff should be provided if available [↑](#footnote-ref-1)