Process for Forming

Articulation Agreements

Institution Expression of Interest

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| International Partnership Office (IPO) to review and  research 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 and  Entry Requirements agreed by Schools |

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| IPO to inform party  requesting 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 Schools  requesting link |

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| Articulation Agreement finalised with  School’s confirmation and signed by Partner Institution followed by BU  PVC 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)