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| **STUDENT EDUCATION SERVICE**  DOCTORAL COLLEGE PROGRAMMES (v1 2019/20) | |  | |
| Collaborative Provision Approval **Stage 1: Outline Approval[[1]](#footnote-1)**  Section 1: To be completed by the School |  | |

### (1.1) Details of the Faculty / School proposing the Collaboration

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| Proposing School and Faculty |  |
| Name and role of person at Leeds proposing the collaboration |  |
| Programme(s) involved in the collaboration  Please list all programme(s) involved in this collaboration at Leeds and at the proposed partner institution |  |
| Name and Roles of principal leads  Please list the person(s) responsible for the development of the collaboration proposal and ongoing support for the programme  Telephone Numbers  E-Mails | Academic lead:  Administrative lead: |
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### (1.2) Details of the proposed Collaborative Partner(s)

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| **Name of Proposed Partner(s)**  Full official name |  |
| Address of Proposed Partner(s) |  |
| Name and role of contact in Partner Institution |  |
| E-Mail |  |
| Partner Institution Website |  |
| Language of Instruction | *(state language of instruction at partner institution)* |
| Subject to UKVI requirements | Yes / No |

### (1.3) Collaborative Provision Model

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| **What type of collaboration are you proposing?**  **(www.)** | *e.g.: Joint or Dual degree,* |
| **Is this a taught or research award?**  Is this collaboration for a taught award, research award or research award with taught elements? |  |
| **Approval external to the University**  *Does this programme require the collaborating institution to obtain any external approval prior to its delivery*  *For example, in China Government Ministry approval may be required if pgr numbers are not in the existing quota. Chinese partners will be required to confirm quota arrangements in writing.*  **PLEASE CONSULT WITH THE INTERNATIONAL OFFICE FOR ADVICE BEFORE COMPLETING THIS SECTION** |  |
| **Outline details of the collaboration**  Including location of taught provision(if appropriate), mode of delivery, principal elements of assessment | |
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### (1.4) Proposed Timeframe

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| **Recruitment Start Date**  When will the recruitment cycle begin for this arrangement? |  |
| **Date of first student entry**  Please indicate the commencement of the partner institution’s programme of study and when students will enter Leeds |  |
| **Proposed schedule of development**  *With reference to the timeframe provided in the Guidance please supply details of a proposed schedule of development leading to the proposed date of commencement* | |
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### (1.5) Academic Rationale

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| Provide a rationale, indicating how the collaboration fits with the **School and Faculty’s** **strategic objectives**. |
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### (1.6) Fee Arrangements/Financial Statement

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| *Information on the financial arrangements (fees to be charged) are to be included in a financial statement. Proposals relating to fees, benchfees and scholarships will be led by the International Office in conjunction with the relevant faculty finance office.*   |  |  | | --- | --- | |  |  | |
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### Section 2: To be completed by the International Office

### (2.1) Information about the Partner Institution(s)

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| Give a brief introduction to the partner institution(s), providing information on standing/rank; type of institution (whether educational, private or public), and the experience of the partner in providing HE at this level. |
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### (2.1) Existing collaborative programmes with the Partner Institution(s)

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| Give details of any existing collaborations with the proposed partner including collaborative programme model, PGR mobility, subject area, student quality, recruitment performance and experience of working with the partner |
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**(2.2) Market Viability**

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| *Proposals must be able to demonstrate market viability. Please comment on the attractiveness of the proposal, likely target market and potential to recruit. Please give an outline of the market research undertaken to support your comments.* |
| *Comment on min/max numbers proposed and likelihood of recruiting to target (expectation of 10 PGRs over the course of the arrangement)*  *Outline any potential market issues or recruitment barriers* |

**(2.3) Strategic fit (TO BE COMPLETED BY THE INTERNATIONAL OFFICE)**

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| **Provide details of how the collaboration fits with the University’s international and country marketing strategies** |
| *Comment on the suitability of the partner in terms of the existing country market partner networks*  *Comment on how this collaboration fits with wider TNE activity in the market*  *Likely contribution to achieving recruitment and broader internationalisation targets* |

### Section 3: Endorsements/Approval

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|  | | **Signature** | **Date(s)** |
| **Endorsed by the Chair of the Faculty Graduate School Committee** | |  |  |
| **Endorsed by the Head of School** | |  |  |
| **Endorsed by the Faculty Pro-Dean International following consultation with the Faculty Executive Dean** | |  |  |
| **Approved by Postgraduate Research Programmes and Quality Group** | |  |  |
| **Approved by GB** | |  |  |
| **Next Stage**  Once all endorsements at the School/Faculty stage have been completed please forward the form to [qat@leeds.ac.uk](mailto:qat@leeds.ac.uk,%20%20%20%20Niamh) Niamh Tooher, Quality Assurance Team. Kirsty Clarke, Doctoral College Programmes. You can then start to complete Stage 2 paperwork (Programme Development and Due Diligence). | | |

1. This covers ‘Flying Faculty’, Joint and Dual Award proposals [↑](#footnote-ref-1)