**Principles and Process for the Approval Articulation**

AQU undertake risk assessment to ascertain level of due diligence

Submission of preliminary enquiries form to Academic Planning and Portfolio Group

Preliminary enquiries undertaken by Head of School into the proposed partner from information publicly available and initial discussions

Initial discussion between Director for Educational Partnerships (or Director of International if non-UK) and AQU to advise on viability of proposal and process required for approval

Progression to UW Programme/Award is guaranteed

Identification of potential partnership and assessment of business case and academic viability by School

Full Curriculum Mapping

Once draft is approved it should be signed and returned to partner

Site Visit

Articulation agreement lasts for 3 years

Output standards of course are put through scrutiny

Reviewed on an annual basis and updated as appropriate

Evidence should be retained by the School

Once approved by ASQEC a draft articulation agreement is given to Deputy Head of Academic Quality

A short site visit report form is used

Conducted by senior member of staff

Articulation approval report compiled by the School for ASQEC and Academic Board approval of the proposed articulation arrangement

Report must be signed off by Head of School

If ASQEC is satisfied it will recommend approval

Presented to ASQEC for scrutiny

**\***Stages 2, 3 and 4 are not required if articulation arrangement comes from existing partner