**Partnership Initial Information Form**

This form is to capture the initial information about a proposed educational partnership so that a decision can be formed on the route of approval.

Please submit this form to the Quality Assurance Officer for Educational Partnerships in AQPO (educational-partnerships@bristol.ac.uk). This will need to be submitted in conjunction with evidence that your School and Faculty are supportive of developing a new partnership.

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| **Title of Proposal** | e.g., Single student dual award with the University of X |
| **UoB Lead Faculty and School (If relevant)** |  |
| **Other UoB Schools involved (If relevant)** |  |
| **UoB Academic Lead (including contact details)** |  |
| **UoB Administrative Lead (including contact details)** |  |
| **Title of Proposed Award** | e.g., PhD, BSc |
| **Type of collaborative provision arrangement** | e.g., Joint, dual, split-site, distance learning, taught unit provision etc. |
| **Name(s) and type (e.g., HEI, Industry, charity) of proposed partner** |  |
| **Details of any history of previous UoB collaboration with the partner** |  |
| **Knowledge of other educational partnerships that the partner has elsewhere** |  |
| **Proposed date for this collaboration to start** |  |
| **What will be the term/ duration of the arrangement?** |  |
| **Subject area of proposed collaboration** |  |
| **Are there any taught elements and if so, where will the teaching take place?** |  |
| **Description of proposed arrangement, incl:*** **anticipated student numbers**
* **time split between UoB and at partner**
* **use of any special equipment or facilities**

**For PGR:*** **supervision**
* **progress monitoring**
* **Exams**

**For Taught:*** **Teaching**
* **Assessment**
* **Exam Board administration**
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| **For single student agreements, has a student been identified? If so, please provide:*** **Name**
* **Nationality/ immigration status**
* **Proposed project/ topic**
* **Is there a proposed start date?**
* **Has the individual already started an application to be a student at UoB?**
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| **For multiple student agreements, how will Bristol be involved in the recruitment and application decisions?** |  |
| **Are there any immigration/ student visa considerations and if so, have these been discussed with Student Visa Services at Bristol?**  |  |
| **What are the proposed fees and funding arrangements? Will there be an exchange of money between partners?** |  |
| **Rationale for proposal and proposed benefits and opportunities** |  |
| **Any early indication of issues or potential risks to explore in approval process such as:*** **Health & safety**
* **Intellectual Property Rights**
* **Language**
* **Data protection**
* **insurance**
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| **Contact details for the proposed partner:*** **Name**
* **email**
* **If the above is an Academic Lead, do you have a named administrative contact at the partner? If so, who?**
* **Are you happy for AQPO to raise any questions directly with the partner or should contact be through you only as the UoB Academic Lead?**
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| **Any additional information that you have about the proposed collaboration that has not been covered elsewhere above** |  |