**University of Essex**

**COURSE VALIDATION REPORT**

**Section A: Overview of the validation**

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| **Title of Course(s)** *including named exit awards*: |  |
| **Level of courses****(UG; PGT; PGR):** |  |
| **Dates of the event:** |  |
| **Proposed start date of new course:** |  |

**Recommendation**

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| **Is the Validation Panel satisfied that the course(s) and module(s) can be validated until the next cycle of Periodic Reviews?** | [ ]  Yes[ ]  Yes, subject to satisfactory response to the conditions and recommendations as set out in this report[ ]  No |

**Membership of Validation Panel**

Please indicate where a member of the Panel carried out their duties by correspondence or attended virtually (as opposed to in person).

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| **Chair:**  |  |
| **Secretary:** |  |
| **External academic adviser(s):** |  |
| **Employer/Industry representative:** |  |
| **University academic member(s) of staff:** |  |
| **Student member(s):**  |  |
| **In attendance (if any):** |  |

**Course Team**

|  |  |
| --- | --- |
| **Name** | **Title** |
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**Was a meeting held with students as part of the validation process?**

If so, please indicate which courses were represented by those who attended.

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**Section B: Course and module details**

**Courses and modules considered**

(List all individual course titles).

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| **Award type**e.g. BSc, MA | **Full course / module[[1]](#footnote-1) title(s)**Please include any exit award titles where these are approved  | **Mode(s) of Study**Full-time, Part-time, Credit accumulation | **Course Lead** | **PSRB[[2]](#footnote-2) recognition****(Y/N)** | **Includes work placement?****(Y/N)** | **Includes study abroad?****(Y/N)** |
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**Professional or statutory body accreditation**

If applicable, please give brief details of the bodies involved and the duration of current accreditation.

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**Work placements or a period of study abroad**

If applicable, please give brief details of any work placements and periods of study abroad.

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**Section C: Introduction and background**

**Introduction and brief background to the course(s)**

*This section should draw on the information in the reflective report, providing a brief picture of the department and of the course(s) undergoing validation*

**Rationale and market demand (and employer demand if Apprenticeship)**

1. [Add name of department] outlined within the validation documentation that the rationale and market demand for the course was as follows:
2. [Paste in relevant section from reflective report]

**Section D: Summary of discussions at the validation meeting regarding areas of best practice and conditions and/or recommendations**

*Further information including context and Panel discussions should be summarised under the relevant headings below where commendations, conditions and/or recommendations have been set.*

*Where all Panel members were satisfied that the Area for Consideration was addressed either via discussions with students, representatives from the course team and others involved or the course documentation, no further information will be provided in the report.*

*The Areas for Consideration Checklist (Appendix A) confirms the areas that have been considered by the Panel.*

*Please identify areas of good practice or areas highlighted by the Panel that are operating particularly well under the relevant heading and paragraph.*

**Course/Apprenticeship design and curriculum**

**Assessment**

**Learning and Teaching**

**Work-based learning, (if relevant)**

**Learning resources**

**Staffing and Staff Development**

**Student support and progression**

**Section E: Summary of outcomes**

1. The Validation Panel recommended that the courses and modules listed in Section B of this report should be validated for delivery from [date] subject to the conditions and recommendations outlined below. The courses would next be subject to periodic review during the [academic year] academic year.
2. In reaching the decision to recommend that the courses be offered by the University subject to the conditions and recommendations set, the Panel confirmed that it had confidence:
* in the continuing validity and relevance of the stated aims and intended learning outcomes of the courses, in accordance with relevant internal and external reference points
* that the award(s) conferred by the University are of an equivalent standard to comparable awards throughout the UK, and that UK threshold standards are being achieved
* in the quality of the learning opportunities students are provided with
* in the department’s procedures for quality assurance and enhancement and the maintenance of academic standards as they apply to the course(s) under review that all areas which should be explored during course validation were covered in discussion during the event or were sufficiently covered in the documentation.

**Commendations**

*Commendations should only be made to reflect exceptional practice which can be shared more widely across the faculty or University. Other areas of good practice or that are going well that the Panel would like to highlight should be set out throughout the body of the report, and not listed under commendations.*

1. **Conditions**

*Conditions are those issues that must be addressed to the satisfaction of the review panel prior to successful validation of the courses.*

1. **Recommendations**

*Recommendations are those issues on which action is to be considered, possibly beyond the start of the following academic session.*

1. **Deadline**

A response to the conditions and recommendations should be submitted by [date].

Secretary

Title

Date

**Appendix A - Areas for Consideration Checklist**

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| **Area for Consideration**  | **Panel is satisfied that this Area for Consideration has been adequately addressed within the Course Documentation and/or via Discussion at the Validation Event**  | **Panel feels that the Area for Consideration requires follow-up from the Course Team via an assigned Condition / Recommendation *(please delete as appropriate and add reference to context within the Validation Report)*** |
| 1. **Rationale and market demand** *(and employer* ***demand*** *if Apprenticeship)*
 | **☐** | **☐** |
| 1. **Course/Apprenticeship design and curriculum**
 | **☐** | **☐** |
| 1. **Assessment**
 | **☐** | **☐** |
| 1. **Learning and teaching**
 | **☐** | **☐** |
| 1. **Work-based learning or On and Off job training** *(for apprenticeships)*
 | **☐** | **☐** |
| 1. **Learning resources**
 | **☐** | **☐** |
| 1. **Staffing and staff development**
 | **☐** | **☐** |
| 1. **Student support and progression**
 | **☐** | **☐** |
| 1. **For Apprenticeships:** **Mapping of knowledge, skills and behaviours and apprenticeship standard**
 | **☐** | **☐** |
| 1. **For Apprenticeships: Incorporation of British Values**
 | **☐** | **☐** |
| 1. **For Postgraduate Research Education: Research Environment**
 | **☐** | **☐** |

**Document review information**

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| Document owner | Quality and Academic Development Team |
| Document last reviewed by | Aminah Suhail, Quality and Academic Development Manager |
| Date last reviewed | August 2024 |
| Review frequency | Annually |

1. List all module titles included in the review which are not taken as part of one of the courses already added to the table (for example standalone CPD modules). [↑](#footnote-ref-1)
2. Professional, statutory, or regulatory body recognition. [↑](#footnote-ref-2)