**COURSE VALIDATION**

**PARTNER INSTITUTION SUMMARY DOCUMENT (UG/PGT)**

***Please note where more than one course is being considered within one validation event, the course team are only required to complete one summary document which covers all the courses under review.***

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| **Partner Institution:** |  |
| **Date of Summary Document:**  |  |
| **Date of Validation event:** |  |
| **Proposed date of admission of first student cohort:**  |  |
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| 1. **A brief introduction to the Partner Institution and Faculty/School/Department in which course(s) is based, including:**
* details of the Faculty/Department (including how it has changed and developed over time) and an overview of the range of subjects on offer
* the Faculty/Department’s aims, strengths, and any features
* details of the course team’s research interests and scholarly activity (where applicable)

*Please note: this section should be concise as it will be included in the final report for Category 3 validations for reporting to Academic Quality and Standards Committee.*  |
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| 1. **An indication of the potential progression opportunities for the students, such as further academic study or employment, including:**
* details of proposed progression routes including articulation routes for Foundation degrees, if applicable
* details of how the employability of students will be developed throughout the course
* details of employer links
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| 1. **Overview of the Learning and Teaching approach for the course, including:**
* details of the range of learning and teaching tools that will be employed and the rationale for using them
* commentary regarding the appropriateness of the approach for students with any additional needs (e.g., physical disabilities, learning disabilities) and any adjustments that might need to be made
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| 1. **Overview of the Assessment Strategy for the course, in accordance with the University’s** [**Undergraduate Rules of Assessment**](http://www.essex.ac.uk/students/exams-and-coursework/ppg/ug/default.aspx) **or** [**Postgraduate Taught Rules of Assessment**](http://www.essex.ac.uk/students/exams-and-coursework/ppg/pgt/assess-rules.aspx)**,** **including:**
* an explanation of how formative and summative assessment will be used to promote progression of learning and the feedback methods that will be used
* a description of the proposed variety of assessment methods, including the use of innovative methods where possible (including reassessment)
* information on assessment load
* an explanation of how students will be adequately prepared to undertake the assessment (e.g., dissertation research methods preparation, module pre-requisites)
* an explanation of how the various assessment methods will enable the development of skills (specialised and transferable)
* commentary regarding the appropriateness of the strategy for students with any additional needs.

*This section should be cross-referenced to the assessment schedule* |
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| 1. **Overview of work-based learning within the course, where applicable, including:**
* details of how year abroad/sandwich year/work-based learning/placement arrangements will be managed
* details of how the work-based learning arrangements adhere to the [University’s Guidelines on Work-based Learning](http://www.essex.ac.uk/quality/university_policies/WBL.asp)
* details of how the work-based learning component will be assessed.

*This section should be cross-referenced to the study abroad/ sandwich year/work-based learning/work placement guidance/handbooks* |
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| 1. **Overview of Resources**
	1. **Details of the learning resources and physical resources in place to deliver the course including:**
* an overview of specialist, subject-related resources (including specialist spaces such as laboratories or studios, digital resources, where applicable)
* details of how resourcing implications (including staffing) will be managed as student numbers increase
* commentary regarding the appropriateness of the learning resources and physical resources for students with any additional needs
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| * 1. **Overview of the academic support available to students including:**
* enrolment and induction
* Personal Tutor activity
* the appropriateness of the learning resources and physical resources for students with any additional needs
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| * 1. **Overview of staffing and staff development**

*This section should be cross-referenced to Supporting Documentation: Current Course Management and Staffing* |
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| 1. **Any other relevant comments or themes**
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**Document review information**

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| **Document owner** | Partnerships Team |
| **Document author** | Rachel Frost, Senior Partnerships Manager |
| **Document last reviewed by** | Dawn Mott, Partnerships Manager (Development and Oversight) |
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