

Chapter 11

Working with Others

11. WORKING WITH OTHERS

11.1 Introduction

This chapter outlines how the University, in accordance with the UK Quality Code of Higher Education, ensures the quality of arrangements for students who study as part of their degree with another organisation, be that another University, industry partner or as part of an apprenticeship scheme. The University recognises that there is a continuum of work-based learning and that different workplace experiences are integrated differently into the curricula. In general, the greater the level of integration in work-based learning, the more formal any agreement between the stakeholders will be.

This chapter outlines the University's approach to maintain standards in relation to:

- International Mobility
- Work placements
- Year in Industry
- Apprenticeships
- Joint Awards

This chapter also outlines the principles for students transferring credits to UWTSD as part of their award.

11.2 A culture of collaboration

There is a culture of collaboration within UWTSD, where students are encouraged as part of their course to engage with outside organisations as part of their studies. Students are encouraged to take opportunities in terms of work placements, internships, or study abroad to enhance their university experience and their own skills and professional development.

The University works with various industry groups and other higher education providers to develop and evolve opportunities available to students.

As detailed in this chapter, a variety of formal mechanisms are in place to ensure the quality of these collaborative engagements. In addition to such formal mechanisms, collaboration also occurs more informally because of the culture of collaboration embedded within the institution. For example, the University has a number of Professors of Practice who share their expertise with students through workshops, exhibitions, and seminars either as part of module or as extracurricular activities.

11.3 Recognition of Prior Learning

The Recognition of Prior Learning (RPL) processes are detailed in the Recognition of Prior Learning (RPL) Policy. The maximum transfer credits per programme type are detailed in Chapter 6.3.2 (11-13).

The University recognises that some applicants or students may already have acquired credits based upon formal study at Higher Education level or may have acquired similar knowledge and skills during the course of their working life, whether paid or voluntary. Through the RPL process the University recognises both certificated and experiential learning.

The University defines Recognition of Prior Certificated Learning (RPCL) as the evaluation of acquired learning that has been previously assessed and certificated.

The University defines Recognition of Prior Experiential Learning (RPEL) as the process by which appropriate experiential learning is evaluated and awarded credit.

The Recognition of Prior Learning Procedures enable applicants or students to make a claim for credit for such learning that can be used to gain entry to a programme, exemption from parts of that programme, or advanced standing towards an academic award.

As part of the RPL process, the University recognises credits earned for the purposes of progression and award. University of Wales Trinity Saint David awards are based on marks achieved in UWTSD credits (taught or experiential learning) only.

Standard recognition of prior certificated learning is whereby the process of Recognition of Prior Certificated Learning (RPCL) is facilitated for large numbers of candidates in respect of certificated learning (qualifications such as BTEC, HND, (PG) Certs/Dips or those recognised by NARIC). Further details may be found in the RPL Policy.

Where Professional, Statutory and Regulatory Body requirements place specific restrictions or limitations on RPCL/RPEL this policy does not apply. However, the PSRB cannot set a lower threshold than would apply on other programmes. For such programmes, information on RPCL/RPEL will be sought from the Professional, Statutory or Regulatory Body.

11.4 International Mobility

The University takes part in a number of international mobility schemes, which include a range of opportunities for students and alumni of variable lengths. This includes study abroad (credit and non-credit bearing); work, volunteer and research placements; and other types of field work.

The International Mobility Board oversees the implementation of the international mobility framework.

11.4.1 Credit Bearing Study Abroad

The University defines Credit Bearing Study Abroad, as an exchange where the University either sends or receives students from abroad as part of their study for which they receive credits. The University has reciprocal student exchange agreements with a number of institutions and also has opportunities for students from abroad to study at UWTSD.

The approval of these study abroad partnership arrangements is overseen by the International Affairs and Collaborative Partnerships Committee. The process for approving partners with whom the University has reciprocal exchange agreements is detailed in the University's Student Exchange Policy.

11.4.1 (1) Outgoing Students

The time spent abroad normally takes place during Level 5. Students will be enrolled on the appropriate Independent Study Module. In addition to modules completed at the host institution, students will normally be asked to undertake other work as part of this module.

As part of this module, students, in conjunction with the International Recruitment Unit and Programme Manager, will develop a learning agreement to outline the nature of the optional study abroad placement.

The assessment will be specified in the Learning Agreement. This will include how all of the grades that are obtained at the partner university will be converted to the UWTSD equivalent marks and will then contribute to the degree.

Academic departments have rigorous conversion practices so the marks obtained at the partner institution can be converted to the mark system used at UWTSD for incorporation into the overall mark for the module. Students will be made aware that marks will be converted on return.

11.4.1 (2) Incoming Students

The University accepts incoming exchange students through direct application to our programmes. Students may apply through an approved partnership or independently. The requirements for each individual student are agreed with their home Institution.

Incoming Exchange students enrol on existing modules within the UWTSD provision. Students normally select 60 UK Credits (30 ECTS credits) per semester during the exchange. Upon completion of the Study Abroad Programme, the student and student's home institution will be provided with a transcript.

11.5 Work Placements

The University encourages students to undertake work placements as part of their studies where these are available. These work placements may count as credits towards the award. For programmes with accreditation or specific requirements, non-credit bearing work placements may be required to be completed and passed in order for students to achieve that award or to progress. With the exception of students following a professionally accredited programme, it is normally the responsibility of the student to identify a suitable placement for the work-based practice modules. Help and advice to support can be sought from the Placement Coordinator or relevant lecturers. The work undertaken must be relevant to the programme of study. It should also provide opportunities to gain new skills and to build upon current levels of experience and expertise.

The University defines work placements as a period of work experience or internship:

- undertaken as an integral part of a programme, where the achievement of the learning outcomes for the placement is dependent on the arrangements made with the Placement Provider;
- where the student is enrolled at the University during this period; and
- where there is a transfer of direct supervision of the student to the Placement Provider.

Student placements are a partnership between the student, the University and the Placement Provider in which each has specific responsibilities which are detailed in the University Guidelines on Student Placements.

11.6 Year in Industry

The following principles cover the formal component of 'year in industry', 'industrial experience' or 'research placement' where an identified aim of a programme is for a student to study in an industrial placement for part of or an entire academic year as part of their award. Where the study covers an entire academic year, this will be reflected in the title of the programme (e.g. BEng (Hons) Automotive Engineering with a year in industry).

Where the learning from any period of formal study in industry is a required part of the programme, how the intended learning outcomes of the programme are met is identified in the definitive programme documents.

Institutes should ensure that students are fully aware of the requirements of their programme of study in undertaking any period of study in industry prior to the student committing themselves to it.

Institutes should establish with the placement provider in advance that the placement content will fulfil the student's learning needs and that it is appropriate.

A 'year in industry' is not normally credit-bearing and does not contribute to the award classification but must be completed satisfactorily.

Institutes must maintain regular contact with the student and an industrial contact when undertaking a study in industry arrangement with the academic tutor maintaining support for the student (as detailed in the Student Placement Protocol).

The year in industry is normally undertaken during the third year of a four-year Bachelors or five-year Integrated Masters programme. It is not expected that students will undertake an entire year in industry as part of a three-year Bachelors programme.

A student who completes the year in industry but withdraws before completing the programme of study on which they are registered will normally receive an exit award as appropriate.

11.7 Apprenticeships

The University offers a range of Degree Apprenticeships in Wales and England. The Apprenticeship Unit offers specific support for Degree Apprenticeship programmes. The University will allocate all apprentices with an Apprenticeship Liaison Officer. The University liaises closely individually and collectively through industrial liaison groups.

Students completing their degree as part of a Degree Apprenticeship scheme are considered for an award under the appropriate award regulation framework (Bachelors or Masters) outlined in Chapter 6.

To complete their apprenticeship, students must complete the requirements of the relevant Apprenticeship Framework (Wales) or Standard (England). For programmes delivered in England, this will be outlined in the Commitment Statement, and for programmes delivered in Wales, it will be outlined in the Apprenticeship Learning Plan (Wales). The Apprenticeship Unit works with programme teams to ensure that programmes meet the requirements of the appropriate framework or standard and that they meet the recognised characteristics of apprenticeship provision.

Institutes should ensure that students are fully aware of the full requirements of their programme of study and of the apprenticeship programme as part of their programme documentation and induction.

11.8 Joint Awards

Joint award provision – where, with the express approval of Senate, the University can offer joint awards with other appropriate institutions, which may involve students studying at each of the partners involved in the arrangement (Chapter 9) or where students study within the University (below).

When students study only within the University on a joint award, the qualification is jointly overseen and there are a range of policies and procedures specific to the award of the qualification. Students on these programmes must be informed of these policies and procedures if they differ from those of the University.

These arrangements may include:

- Joint procedural regulations
- Joint directors
- Steering Group
- Operational Group
- Board of Studies