

## Instrument of Accreditation

This Instrument applies to taught programmes of study; separate arrangements obtain for all research degrees, including those with elements of instruction. In accordance with its Charter and Statutes, the University of Southampton (the University) by this Instrument permits (... the College ...), being an institution accredited by the University for the purpose, to approve and offer taught programmes of study leading to the award of the University's degrees, diplomas and certificates (University awards), subject to the following conditions.

### Scope of the Instrument

1. The powers conferred by this Instrument shall apply only to taught programmes of study of the College.
2. Taught programmes of study provided and controlled by the College at another institution through a franchise agreement are also subject to this Instrument. Such arrangements should be approved in accordance with agreed procedures.

### Statutes, Ordinances and Regulations

3. In approving and providing programmes of study, the College shall observe any relevant Statutes, Ordinances and Regulations as published from time to time by the University. Before amending these, the University will consult the College in so far as any proposed change may affect the College or its students.

### Approval and Review of Programmes of Study

4. For the initial approval and periodic review of each of its taught programmes of study leading to a University award, the College shall involve persons with relevant expertise both from inside and from outside the College. The external persons shall include at least one representative of the University and at least one member from another higher education institution, whose nomination is approved by the University. Where the award also confers a professional qualification, the College shall also involve the appropriate professional body or members of the profession. The College may also involve a person with experience in industry, commerce or a profession as appropriate.
5. The College will arrange for each of its taught programmes of study to be reviewed, normally every five years.
6. The College will forward a report of each validation and review as approved by, or on behalf of, the College as soon as possible and no later than a month prior to the start of the academic session following the completion of the validation or review.
7. The College will forward a definitive programme document for each taught course leading to a University award, covering any matters specified in the University's Statutes, Ordinances and Regulations, and details of any changes subsequently made to the document as soon as possible and no later than the start of the academic session following the completion of the validation or review.

### External Examiners

8. For each taught course leading to a University award the number of External Examiners required shall be approved as part of the process of approving the programme. The College will nominate and appoint External Examiners subject to prior approval by the University Senate.

## Annual Statement

9. The College will submit an annual statement, approved by the College, certifying that the powers conferred by this Instrument have been properly exercised, that all validation and review procedures have been properly carried out, and that all External Examiner reports have been scrutinised and appropriately acted upon. This statement will be in a format agreed with the University and is to be forwarded by 31 March following the academic session to which the annual statement relates.
10. With the annual statement, the College will also provide a report of the outcome of the monitoring process for the first cohort of students following new programmes of study, in the format agreed by the validation panel.

## Review of Accreditation

11. The University will review, in conjunction with the College, the effectiveness of the College in maintaining the standard of taught programmes of study leading to University awards, at intervals to be determined by the University in consultation with the College, and normally every five years

## External Assessment/Audit

12. The College will inform the University of any external assessment or audit of its programmes of study or quality assurance mechanisms. The College will involve the University in the preparation for such assessments or audits in accordance with agreed procedures. It will forward the self-assessment or overview document prepared for such assessments or audits and the report produced by the external agency.

## Maintenance of Standards

13. The University reserves the right to require further information and reports from the College to assure itself that the standards of University of Southampton awards are being maintained.
14. The University may take any appropriate action it deems necessary if it judges that the College is failing either to maintain the standards of its programmes leading to University awards, or to comply with all or any of the conditions set out in this Instrument or is in any other manner judged to be acting contrary to the good standing of University of Southampton awards.

## Withdrawal of Accreditation

15. The University reserves the right to withdraw accreditation from the College in accordance with paragraph 14 of this Instrument, after having first given the College an opportunity of being heard on any matter relevant to the decision to be made. The University will give to the College a minimum of twelve months' notice expiring on the 30 September in any year, unless there is good and urgent case for early withdrawal of which the University Council shall be the sole arbiter based on a recommendation of Senate.
16. In the event of the College not wishing to continue to be accredited by the University it will give the University a minimum of twelve months' notice expiring on the 30 September in any year, unless there is good and urgent case for early withdrawal of which the University Council shall be the sole arbiter based on a recommendation of Senate.
17. In the event of either University or the College exercising the right to withdraw from this accreditation arrangement in accordance with paragraphs 15 and 16 of this Instrument, the University must be satisfied that appropriate arrangements have been made for students who are registered at that time on taught programmes of study leading to University of Southampton awards.