

**Preliminary Enquiry Form for Joint Doctoral Degrees**

*This form should be completed according to the process set out in* [*QA20*](http://www.bath.ac.uk/quality/documents/QA20.pdf) *(section 5.2 and annex L).*

|  |  |
| --- | --- |
| Name of Lead Proposer: |  |
| Department/School: |  |
| Proposed Partner Institution: |  |
| Country: |  |
| Proposed start date: |  |
| Brief rationale for proposed collaboration: |  |

**PART ONE – DETAILS OF PROPOSAL**

|  |  |
| --- | --- |
| **Type of Collaboration**  *\*(A list of definitions can be found in QA20, Annex A)* | **Mark with ‘yes’ where appropriate** |
| Joint Delivery, Awarded by the University of Bath |  |
| Joint Delivery, Awarded by the Partner Institution |  |
| Joint Delivery, Joint Award (One award, one certificate, but awarded by both institutions jointly) |  |
| Joint Delivery, Dual/Multiple Award (More than one award, awarded by each individual institution) |  |
| Other (please describe): |  |

*The following are the preferred characteristics that the University would want to see in a joint research degree proposal:*

* *The proposed partner institution is one with which the University already has an institutional agreement, is a Strategic Partner, is part of GW4 or is an institution of high reputation and ranking with which the University would like to develop closer links (please note that 'high reputation and ranking' will be of increased significance for international institutions).*
* *The collaborative doctoral programme will lead to significant additional research activity.*
* *There are strong discipline links between the relevant research groups and departments at Bath and the partner institution.*
* *There will be a cohort or significant number of students undertaking the collaborative doctoral programme (either in the same subject area or more broadly). Proposals for a joint award for only one student are not supported by the University.*
* *Participation will not be financially disadvantageous for the University. The establishment of a joint doctoral programme has significant costs in time and resource, therefore any financial model needs to take initial and ongoing costs into account.*

*Taking these characteristics into consideration, please complete the following questions:*

|  |  |
| --- | --- |
| How will the University benefit from this collaboration? |  |
| How does this collaboration fit with the University’s Strategy? |  |
| Are there any existing links with the Partner Institution? |  |
| What is the proposed degree/award for the collaboration? (PhD, EdD, EngD, DBA, Prof Doc, DClinPsy) |  |
| What is the estimated number of students involved in the proposal? |  |
| For joint degrees, is the partner legally authorised to make such an award? |  |
| Will students be registered at each institution, and how long will they spend at each institution? |  |
| Will there be a transfer of credits? |  |
| Does this proposal include a bid for funding? |  |

**PART TWO - RISK ASSESSMENT**

*This risk assessment form should be completed in order to determine the level of risk associated with both the proposed partner and the proposed programme. Please see below for general examples of both low and high risk proposals:*

|  |
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| ***Examples of low and high risk proposals***  *Partner: Existing UK institution with which the University of Bath already collaborates on other programmes*  *Programme: Professional Doctorate delivered through a CDT*  ***Likely to be regarded a low risk overall***  *Partner: Well-established, well-resourced public university in China, with long-standing collaboration links with other UK HEIs*  *Programme: Articulation agreement where students would articulate onto the second year of the taught element of an existing doctorate at the University of Bath*  ***Likely to be regarded a low risk overall***  *Partner: Well established, well-resourced, French public university with existing research collaboration with Bath*  *Programme: A validated professional doctorate*  ***A medium risk partner but programme likely to be high risk*** |

*Please answer the questions below and send on to the appropriate staff for consideration. For guidance on completing this form, please contact Academic Registry.*

***NOTE: For proposals involving a University of Bath Strategic Partner, where a risk assessment has already been conducted, section 1 ‘Partner Risk Assessment’ does not need to be completed, please complete section 2 ‘Programme Risk Assessment’.***

1. **PARTNER INSTITUTION RISK ASSESSMENT**

|  |  |  |
| --- | --- | --- |
| 1.1 | Is the proposed partner a new or existing partner of the University?  *For example:*   * *a well-established partner with over four years’ experience on one or more types of collaborative provision with the University of Bath i.e. student exchange, collaborative programmes* * *a new existing partner experience of up to three years on one or more types of collaborative provision with the University of Bath i.e. student exchange, collaborative programmes* * *a new or well-established existing partner collaborating on activities other than educational provision* | |
|  | RESPONSE | |
|  | What is the legal status of the proposed partner?   * *Public or privately funded? If private funding is it a ‘for profit’ institution?* * *A University, University College, training provider, FE College?* | |
|  | RESPONSE | |
| 1.3 | Does the partner have significant expertise of collaborations with UK partners? If so then with whom?  *For example:*   * *Significant collaboration with other UK partners and particular expertise with the type of provision proposed* * *Significant collaboration with other UK partners* * *Limited collaboration with other UK partners* * *No current collaboration with other UK partners* | |
|  | RESPONSE | |
| 1.4 | What size is the partner institution and do they have significant resources?  *For example:*   * *are they well-resourced, multi-discipline institution? eg a public/private university* * *a well-resourced, niche institution with small student numbers? eg a music college/ conservatoire or theological college?* * *something in-between?* | |
|  | RESPONSE |
| 1.5 | What is the educational culture and what level of academic freedom is given? UK, European, US, Asia? |
|  | RESPONSE |

1. **DEGREE RISK ASSESSMENT**

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| --- | --- |
| 2.1 | What are the proposed arrangements for the following (where applicable):   * Design * Delivery * Supervision * Assessment * Award (*How many awards will there be for the student? One, two (double) or multiple?* *If one award then is this being awarded by one institution or both, eg a joint award?* *Is this an articulation arrangement (see QA20, Annex A for definitions)? In which case which year do the students enter the programme at Bath?* |
|  | RESPONSE |
| 2.2 | Doctorates will be at level 8 (using the [Framework for Higher Education Qualifications (FHEQ](https://www.qaa.ac.uk/docs/qaa/quality-code/qualifications-frameworks.pdf?sfvrsn=170af781_14)). Please confirm whether the proposal will include an exit award at level 7 (MPhil, PGDip PGCert). |
|  | RESPONSE |
| 2.3 | Will the proposed collaboration involve :   * existing University of Bath taught provision * existing partner taught provision * the development of new taught provision |
|  | RESPONSE |

*Once completed, this form should be sent to Academic Registry who will then circulate to all the following staff (as appropriate) for their feedback. Academic Registry will provide a summary of comments which is intended to guide the Lead Proposer to make a decision about whether to continue to stage one strategic approval (QA20 annex L):*

|  |  |  |
| --- | --- | --- |
| **Staff** | **Comments** | |
| Head of Department |  | |
| *Name* |  |
| *Date* |  |
| Dean of Faculty/School |  | |
| *Name* |  |
| *Date* |  |
| Head of Registry Services |  | |
| *Name* |  |
| *Date* |  |
| Head of International Relations |  | |
| *Name* |  |
| *Date* |  |
| Head of Doctoral Development & Student Experience |  | |
| *Name* |  |
| *Date* |  |
| Quality Enhancement Officer for Doctoral Studies |  | |
| *Name* |  |
| *Date* |  |
| Student Immigration Services |  | |
| *Name* |  |
| *Date* |  |

*Only circulate to the Pro-Vice-Chancellors after receiving feedback from the above staff:*

|  |  |  |
| --- | --- | --- |
| Pro-Vice-Chancellor (International & Doctoral) |  | |
| *Name* |  |
| *Date* |  |
| Pro-Vice-Chancellor (Learning and Teaching) |  | |
| *Name* |  |
| *Date* |  |