

Reference No: 07.14.164.009

Tel.: 00 357 22504357

Fax: 00 357 22504392

email: dlavithi@dipae.ac.cy

30 November 2023

To
Director
City Unity College

SUBJECT: Preliminary review regarding the programme of study “*Bachelor’s of Law (LLB)*, which is going to be offered by the City Unity College Nicosia, via the franchise method, in collaboration with the London Metropolitan University, UK

In accordance with the provisions of Laws of 2015 to 2021 [L. 136 (I)/2015 - L. 132(I)/2021], I have instructions to inform you in regards to the findings of the **preliminary review**, carried out by CYQAA, for the programs of study **Bachelor’s of Law (LLB) - (3 years, 180 ECTS, Bachelor degree)**, of the institution London Metropolitan University, UK which will be offered via the franchise method by your institution, City Unity College, Nicosia.

In your letter of reply, you should include, in accordance with the above-mentioned Law, all the information that the Agency has identified as deficient or missing in the preliminary review.

It is expected that your response will be structured, and you will reply with specific references to documentation (annexes and pages) in accordance to the Agency’s Law.

During the preliminary review we have observed the following:

1. The **programme's title** is incorrect (Cover Letter, cover page n.4, doc. 200.4). According to the London Metropolitan University's instructions, the correct title of the programme is the: **Bachelor's of Law LLB (Hons)**, (ANNEX 1).
2. On page 1 – INSTITUTION'S CHECK LIST **"In order for your request to be forwarded and properly examined, you must confirm that the following have been delivered at CYQAA's offices (check ✓ where applicable):"**
On the checklist, point 9 was not completed although the information was submitted on page 245 of your application, under section 4. Admissions.
3. On pages 6 & 7 & 8 - The confirmation of the 'UK QAA recognition that London Metropolitan University has degree awarding powers' **web page cannot be found**.
4. On page 7 – The 'Programme Rankings: Number **29** on Guardian University Rankings' is incorrect, the correct programme ranking number is **85**, according to your documentation (<https://www.theguardian.com/education/ng-interactive/2023/sep/09/the-guardianuniversity-guide-2024-the-rankings>).
5. City Unity College does not offer the students any optional modules like the London Metropolitan University does, but only core modules are listed under "Module Specifications and Evaluation", page 61.
6. Your institution's full-time faculty number is low, according to the Guidelines of the Agency. At this point we also need to inform you that the CYQAA, during the '99th Council Summit', decided that institutions are required to additionally send the list of their academic staff to the **ERGANI database** and also submit **proof of social insurance payment** for **all** academic staff who teach in the programme.
7. Furthermore, in order for the Agency to assure that the quality of the programs of study is not compromised by any excess in the weekly teaching load of the academics, you need to submit the **total number** of teaching periods per week, for each academic/teacher and for each programme they are a part of, at City Unity College Nicosia. Additionally, **all** academics' profiles (name and rank) should be uploaded to your website, including part time staff, and their **CV's** should be updated so that their position at your College can be in view, under their current professional experience. In addition, from the requested Data, some of the Teaching Staff's **Short CV's** are missing (Doc. 500.01.03/500.01.04, TABLE A: TEACHING STAFF).

8. **Page 11 - Part (b) - Complete evidence for the academic facilities and services to be offered by the educational institute as well as those offered by the educational institute whose degree title will be awarded.**

In regards with the above point, in your documentation, you refer only to the building facilities which are offered by the collaborating institution. It is required to provide documentation on all facilities, i.e. **infrastructures and services for students** that are implemented and offered by your institution City Unity College Nicosia, in the same way as they are offered by London Metropolitan University (e.g. school offices that can help students' access to advice and guidance from staff, from financial issues to careers).

I remain at your disposal for any inquiries.

(Droso Lavithi)

On Behalf of the President of
Cyprus Agency of Quality Assurance
and Accreditation
In Higher Education

ANNEX 1



Tower Building
166–220 Holloway Road
London
N7 8DB

Cyprus Agency of Quality Assurance and Accreditation in Higher Education
Lemesou Avenue, 5
2112 Lefkosia
Cyprus

23 November 23

Dear Drosou Lavithi, on behalf of the President;

Re: Response to your letter regarding franchise programmes of study at City Unity College Nicosia- Law LLB

Thank you for your letter dated 16th November to my colleague Moyra Throssell, regarding the proposed partnership arrangement between London Metropolitan University and City Unity College Nicosia.

Please find below detailed responses to your questions. I would also like to take this opportunity to clarify that the title of the programme is the Bachelor's of Law (LLB) programme.