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Tel.: 00 357 22504357

Fax: 00 357 22504392

email: [dlavithi@dipae.ac.cy](mailto:dlavithi@dipae.ac.cy)

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To

Director

Alexander College

**SUBJECT: Preliminary review regarding the programme of study “*LLM International Business and Law*”, which is going to be offered by the Alexander College (Larnaca), via the franchise method, in collaboration with the Canterbury Christ Church University, UK**

Based on the Law [N. 136 (I) / 2015 to 35 (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 **LLM International Business and Law – (180 Credits, 90 ECTS, 1 Year Duration)**, of the institution Canterbury Christ Church University UK, which is going to be offered via the franchise method by your institution, Alexander College, Larnaca.

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.

Observations during the preliminary review:

1. **ANNEX XI Venue Resources and Staffing Report: 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 to the venue facilities which are offered by both Alexander College Institutions (Larnaca and Paphos) jointly. It is required to provide documentation on all facilities by each institution of Alexander College separately.

2. **TABLE A: TEACHING STAFF (ALEXANDER COLLEGE):**

The Agency would like to highlight that recruiting qualified staff is a prerequisite for running successful programmes of study:

- According to the guidelines of the Agency, all academic staff of higher education institutions must hold a recognized **academic title one grade higher than the level of the programme in which they teach** (i.e. for Master's level, academics should be qualified with a Doctorate at the least). In the nominal list of the teaching staff you provided of your institution, only five out of eight staff members hold a PhD.
- Additionally, your institution's **full-time faculty** number is low, considering that according to the regulations, no less than 70% of the teaching staff should hold a full-time position, and only the remaining 30% be part-time staff.
- In addition, the teaching staff should actively engage in research activities that lead to publications in peer-reviewed journals. This is essential since such involvement not only contributes to the professional development of the faculty, but also it enhances the overall success of the programme of study.

Please, do submit more information on these matters.

Furthermore, the CYQAA Council, during the 99th Council Summit, decided that institutions will be required to additionally send the list of their academic staff extracted from the **ERGANI database**, for **all** academic staff who teach in the programme.

3. In addition, all academic staff profiles (name and rank) must be uploaded on your **website**.



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