
27.04.2022

Reference No: 07.14.079.005

To: Professor Emer. Mary Koutselini

President of the Cyprus Agency of Quality Assurance and Accreditation in Higher Education

SUBJECT: Preliminary review regarding the programme of study “LLB Law” which is going to be offered by Ledra College, via the franchise method, in collaboration with the University of Sunderland, UK.

Based on the preliminary review findings regarding the programme of study “LLB Law” which is going to be offered by Ledra College, via the franchise method, in collaboration with the University of Sunderland, UK carried out by CYQAA and in accordance with the Law [N. 136 (I) / 2015 to 35 (I) 2019], we have the following to address to you.

Regarding **observation number 1** *Under Part A, in paragraph 4.2, you refer to your collaborative partnerships and in particular to the Collaborative Provision Agreement between your institution and the University of Sunderland. As evidence of the above partnership, you cite Doc. 4 which you include. You also refer to Annexes (Annex 1 and Annex 2) supporting Doc.4 which you do not include in the order you make reference to. Instead, you submit Doc. 11 (which you name “Annex 2: Quality Annex”) to support the division of responsibility between your institution and the University of Sunderland, as you present it in paragraph 4.5, under Part A. Please, do submit Annex 1 which is missing, as well as Annex 2 once more and in the right order, as part of your documentation for paragraph 4.2”* we would like to inform you that Annex 1 (Programme Schedule) and Annex 2 (Quality Annex) are now attached in support of Doc 4 as seen in pages 87-98.

Concerning **observation number 2** *“Under Part A, in paragraph 4.2, in referring to models of collaborative provision, you cite Doc.5 which you include. You also refer to Annexes (Annex 3 and Annex 4) supporting Doc.5 which you do not include. Please, do submit Annexes 3 and 4 as part of your documentation”* Annex 3 (Financial Schedule) and Annex 4 (University’s Data Sharing Policy and Education Act Notice) have been attached to support Doc 5 as seen in pages 108-113 .

In relation to **observation number 3** *“Under Part A, in paragraph 4.5 you refer to the higher education qualification issued in the Republic, as conferring the same rights as those applicable in the territory of the member state of origin of the higher education qualification. While you provide a sample of the above mentioned qualification as documentation (Doc. 10), you do not cite it in the*

body of your application. Please, do submit again page 9 of your application, making reference to Doc. 10 in the corresponding paragraph” the higher education qualification issued in the Republic [Doc 10] has been correctly referenced in the appropriate paragraph in page 9 of the application.

Regarding **observation number 4** *“Under Part B, in paragraph (b), you are asked to provide 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. While you provide information and the relevant website links directing to the University of Sunderland campuses, you do not do so for your campus. Please, do provide description and website link(s) of your premises”* a section providing description of the facilities of Ledra College as well as the links to each website has been added and can be found on pages 12-13 of the application.

In regards to **observation number 5** *“Under Part B, in paragraph (c), you are asked to provide complete evidence of the criteria for admission, evaluation and graduation implemented by your institution. On Doc. 18(programme specification), which you provide as evidence of the above, under Programme Title you list both of the LLB concentrations offered by the University of Sunderland, namely the LLB (360 ECTS) and the LLB with placement year (480 ECTS). Please, do list, on Doc. 18 under programme title, only the particular programme which is offered by your institution via the franchise method, and make the appropriate correction on the same document, under name of final award (page 219 of your application)”*, only the programme that is offered is being listed on DOC 18 page 235 as well as the final award name has been corrected on page 238.

Concerning **observation number 6** *“Under Part B, in paragraph (d) you provide a nominal list of the teaching staff of your institution (TABLE A). In the corresponding Appendix 1 (500.1.04), where you provide the CVs of the teaching staff, there is a mismatch between information you provide for your teaching staff on Table A and what is shown on their CVs. For example, on Table A, the second person you list appears to be at the rank of Lecturer, whereas on her CV as an Associate Lecturer. Furthermore, on Table A, you list the third person of the teaching staff as a PhD holder, whereas on his CV this person appears as a PhD candidate. Lastly, the CV of the fourth person you list on Table A is incomplete. Please, do make the appropriate corrections so that your nominal list of the teaching staff matches the corresponding Appendix 1 of the teaching staff’s CVs”* Table A on page 15 has been updated and matched the Appendix 1. and the CVs of all faculty are now complete and can be found 269-270.

In regards to **observation number 7** *“Under Part B, in paragraph (d) you provide a nominal list of the teaching staff of your institution (TABLE A). On your list, only one out of the four members of the teaching staff appears to be employed full time, who is at the rank of Professor. The other*

three members of the teaching staff are employed part time, and they are at the rank of Lecturer. The Agency would like to highlight that recruiting qualified staff and affording them full-time status is a prerequisite for running successful programmes of study. Please, do submit more information on this matter” we would like to thank you for the constructive feedback that enables us to clarify the topic in question by kindly underlining the following:

1. According to the agreement between Ledra College and the University of Sunderland, the examination papers and their evaluation as well as the teaching material are under the absolute authority of the each Department of UoS.
2. By definition, the teaching personnel (both full time and part time) of Ledra College should strictly follow the syllabi and all relevant instructions issued by the relevant Faculty of UoS. No step can be taken unless authorized by UoS.
3. As the teaching personnel of Ledra College operates under the instructions and auspices of UoS’ Faculty, their status should be seen as that of a tutor that has already been evaluated by the Department of UoS and ranks below the Professors, Associate Professors, Assistant Professors and Lecturers of the University.
4. We are in constant cooperation with the University of Sunderland in order to make sure that the full-time teaching staff is going to be increased when deemed necessary and will consist of academics with the appropriate ranks in accordance with the relevant academic regulatory provisions. The plan is to have all teaching staff employed as full time. The plan is to have all teaching staff employed as full time. Having said that, the timeline for increasing the full-time personnel is that by the beginning of Fall Semester 2023 no less than 90% of the teaching staff will be full time and in the appropriate ranks of Assistant Professor, Associate Professors and Professors.

Finally, regarding **observation number 8** *“Under Part C, you are asked to complete TABLE C, indicating the distribution of the courses per semester per academic year. Similarly, under Part C, you are asked to complete TABLE D, indicating the weekly timetable each course will be delivered each semester per academic year. In both Tables C and D the information provided is not numbered correctly. Please, do provide again the information requested, so that it is clear which course is offered in which semester”* Table C and D have been numbered correctly indicating which module is delivered in which semester as seen in pages 17-22.

Sincerely,

George Kakouris
Principal