

Your Reference No: 07.14.209.004.001

FAO: Droso Lavithi, On Behalf of the President of
The Cyprus Agency of Quality Assurance and Accreditation
in Higher Education

19th June 2024

**Subject: Cross-border / franchise programs of study
at Alexander College (Cyprus)-Larnaca**

Dear Droso Lavithi,

Thank you for your letter dated 7th June 2024, requesting additional information related to the BSc (Hons) Business Management course offered by Alexander College at their Larnaca campus, via franchise arrangements with Canterbury Christ Church University.

We are very pleased to provide the following information and hope that they address your questions included in the letter sufficiently.

Additional Information

1. How do you check that students admitted to the programme meet the admission criteria?

Admissions criteria for each course are confirmed and communicated to the partner at approval stage and included in the module specification document. The partner is required to collect and submit details of previous qualifications for each applicant to the University's Admissions team for checking and confirmation.

2. Do you have information about the profile of incoming students?

Profile data of incoming students is gathered on application import spreadsheet and imported into CCCU SITs student record system by the University's Admissions team. All students who apply to study on courses delivered in franchise by our partner, once imported into CCCU student record system are invited to complete CCCU online registration, where they are asked to check and confirm their details as well as provide some additional information.

3. How do you ensure that students have a good command of the programme's teaching language?

Admissions criteria for each course is confirmed and communicated to the partner at approval stage. This includes the requirement for English language. It is clearly displayed on Alexander College

webpages that the language of Instruction is English and one of the entry requirements is to be proficient in English Language. Alexander College during recruitment onto the courses requests a certificate of English language either IELTS 6 or equivalent.

4. What are the minimum required qualifications of the teaching staff?

We expect teaching staff at the partner to possess the relevant teaching experience in relation to Higher Education together with Practitioner experience. All tutors teaching on our courses must submit their CVs to the University and subject to approval from the relevant Head of School. Continuous support and guidance on teaching learning and assessments are provided by the University's appointed Academic Link Tutor(s) to ensure appropriate delivery.

5. What knowledge do you have of the exam papers administered?

These are franchised courses, so exam papers administered are same exams set for our home students. If exam questions are required to be adjusted to meet local context, the changes must be discussed and agreed with the University's Academic Link Tutor in advance and changes can only be made with the Universities approval.

6. How do you check that the programmes are implemented based on quality criteria? What evidence do you request from Alexander College?

Alexander College is expected to deliver all franchised courses to the standards of our home courses and follow the University's academic regulations. All Alexander College teaching staff are supported by the University's Academic Link tutors throughout the academic year. They are provided with access to teaching materials and other resources for teaching. Regular meetings and training is organised to guide and monitor delivery. Unless travel is restricted, Academic Link Tutors would visit the partner, meet the programme team and student representatives annually. Boards of Study are also held three times a year to look at student performance, retention and listen to the student voice. CCCU Subject Chairs will moderate marked assessment and External Examiner also reviews marked assessment prior to each module board and feedback to boards to confirm they are happy with marks awarded. The University also holds periodic partnership reviews to ensure the quality of delivery as well as equivalent learning experience.

7. Have you ever visited classes where your programmes are taught in Cyprus? What is the teaching methodology followed?

Unless travel is restricted, Academic Link Tutors would visit the partner, meet the programme team and student representatives annually. Academic Link tutors are in regular contact with tutors at the Partner to provide support and assistant and the International Partnership Team work closely with the Partner to provide any support and training required.

Senior managers such as Director of International, Director of Partnerships for the Business School and Director or Head of International Partnerships also visit the partner on a regular basis to ensure academic activities and resources are planned as expected.

8. officially accredited by the authorized and accredited Agency established in the member state of origin of the higher education qualification

CCCU is registered with the OfS and is required to meet requirement in areas which include the quality and standards of its courses, equality of opportunity for students, and financial sustainability and good governance. CCCU has taken part in TEF 2023 and has degree awarded power.

Charitable status: Registered

UKPRN: 10001143

Contact information:

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<https://www.canterbury.ac.uk>

Weblink to information <https://www.officeforstudents.org.uk/advice-and-guidance/the-register/the-ofs-register/#/provider/10001143>

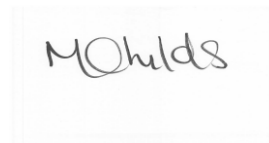
QAA

Canterbury Christ Church University is a member of QAA

<https://www.qaa.ac.uk/membership/about-qaa-membership/our-members>

Should you require any further information, please do not hesitate to contact me.

Yours sincerely

A rectangular box containing a handwritten signature in black ink that reads "M Childs".

Michelle Childs

Head of International Partnerships

Canterbury Christ Church University

Email: michelle.childs@canterbury.ac.uk