



Bellerbys Educational Services Ltd

Embedded College Review for Educational Oversight by the Quality Assurance Agency for Higher Education

May 2012

Annex 1: Heriot-Watt University International Study Centre

Introduction and background

The Heriot-Watt University International Study Centre (ISC) was established in 2008. The ISC delivers an Undergraduate Certificate (Engineering and Computing; Business and Management; Mathematics and Computing), a Pre-Master's Programme for International Students (Business), and an English Language Preparation programme. The University approves Bellerbys Educational Services Ltd as a provider to deliver pre-entry programmes under a validation partnership agreement. Students who successfully complete the ISC programmes and achieve the required grades will transfer onto an undergraduate programme or apply for admission to a master's programme at the University.

The responsibilities of the respective parties are set out in the inter-institutional agreement. The agreement records that the University's Validation Committee 'will oversee academic matters relating to the delivery of the courses and student achievement', but the review team considered that this formulation does not state explicitly that the University is responsible for academic standards. Bellerbys Educational Services Ltd, through the ISC, is responsible for the day-to-day management of academic standards and for the quality of learning opportunities. The University is responsible for public information.

Key findings

Academic standards

As a result of its investigations, the review team considers that there can be **confidence** that academic standards at Heriot-Watt University International Study Centre are managed appropriately and in accordance with the policies and procedures of Bellerbys Educational Services Ltd (and of the University where appropriate).

Quality of learning opportunities

As a result of its investigations, the review team considers that there can be **confidence** that the quality of learning opportunities at Heriot-Watt University International Study Centre is assured and enhanced appropriately and in accordance with the policies and procedures of Bellerbys Educational Services Ltd (and of the University where appropriate).

Public information

As a result of its investigations, the review team considers that **reliance can** be placed on the accuracy and completeness of the information that this ISC is responsible for publishing about itself and the programmes it delivers.

Detailed findings

How effectively do Bellerbys Educational Services Ltd and Heriot-Watt University ISC fulfil responsibilities for the management of academic standards at this college?

1 Bellerbys Educational Services Ltd fulfils its responsibilities for the management of academic standards at this ISC effectively. See main report, paragraphs 1.1 - 1.14.

How effective is the management of student assessment?

2 Bellerbys Educational Services Ltd fulfils its responsibilities for managing the assessment of students at this ISC effectively. See main report, paragraphs 1.15 - 1.21.

How effectively are UK external reference points used in the management of academic standards?

3 UK external reference points are used effectively in the management of academic standards. See main report, paragraphs 1.22 - 1.26.

How effectively are external examining, moderation, or verification used to assure academic standards?

4 Bellerbys Educational Services Ltd makes effective use of external examining to assure academic standards. See main report, paragraphs 1.27 - 1.33.

How effectively is statistical information used to monitor and assure academic standards?

5 Bellerbys Educational Services Ltd makes effective use of statistical information to monitor and assure academic standards. See main report, paragraphs 1.34 - 1.39.

How effectively are responsibilities for managing and enhancing the quality of learning opportunities fulfilled?

6 Bellerbys Educational Services Ltd fulfils its responsibilities for managing and enhancing the quality of learning opportunities at this ISC effectively. See main report, paragraphs 2.1 - 2.4.

How effectively are external reference points used in the management and enhancement of learning opportunities?

7 Appropriate sections of the *Code of practice* are used effectively in the management and enhancement of learning opportunities. See main report, paragraphs 2.5 - 2.6.

How effectively do Bellerbys Educational Services Ltd and Heriot-Watt University ISC assure themselves that the quality of teaching and learning is being maintained and enhanced?

8 Bellerbys Educational Services Ltd assures itself effectively that the quality of teaching and learning is being maintained at this ISC. See main report, paragraphs 2.7 - 2.11.

How is student feedback used to assure and enhance the quality of learning opportunities?

9 Bellerbys Educational Services Ltd's expectations with regard to student feedback are met through the effective use of questionnaires and students' elected representatives. See main report, paragraphs 2.12 - 2.16.

How effectively do Bellerbys Educational Services Ltd and Heriot-Watt University ISC assure themselves that students are supported effectively?

10 Bellerbys Educational Services Ltd fulfils its obligations for the support of students at this ISC effectively. See main report, paragraphs 2.17 - 2.21.

How effectively does Heriot-Watt University ISC manage the recruitment and admission of students?

11 Recruitment and admission of students to this ISC are managed centrally by Bellerbys Educational Services Ltd, and these processes are generally effective. See main report, paragraphs 2.22 - 2.26.

What are the arrangements for staff development to maintain and/or enhance the quality of learning opportunities?

12 Bellerbys Educational Services Ltd's arrangements for staff development are applied effectively at this ISC. See main report, paragraphs 2.27 - 2.32.

How effectively do Bellerbys Educational Services Ltd and Heriot-Watt University ISC ensure that learning resources are accessible to students and sufficient to enable them to achieve the learning outcomes?

13 Bellerbys Educational Services Ltd, through its agreement with the University, manages the provision of learning resources effectively. See main report, paragraphs 2.33 - 2.37.

How effectively does Bellerbys Educational Services Ltd's public information communicate to students and other stakeholders about the higher education it provides at this college?

14 Bellerbys Educational Services Ltd's public information communicates effectively to students and other stakeholders about the higher education it provides at this ISC. See main report, paragraphs 3.1 - 3.3.

How effective are the Bellerbys Educational Services Ltd's arrangements for assuring the accuracy and completeness of information it has responsibility for publishing at this college?

15 Bellerbys Educational Services Ltd works effectively with the University to provide accurate information about its higher education provision at this ISC. See main report, paragraphs 3.4 - 3.7.

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