Approval of Recognition Arrangements

Proposed recognition arrangement is discussed with Deputy Head of Academic Quality and considered by the School SMT A short proposal paper is drawn up and signed by the Head of School or Director of Communication and Participation and the Deputy Head of **Academic Quality** Paper is submitted to ASQEC for formal approval The Memorandum of Recognition is drawn up by the Deputy Head of Academic Quality, signed by the Head of School or Director of International, and forwarded to the recognition institution for signature Details of agreement recorded on collaborative register by AQU The relevant School or International Recruitment Team are responsible for overseeing and monitoring the details of the Memorandum at least annually