

# Postgraduate Research Taxonomy of Collaborative Provision

Risk	Name	Brief description	Process for approval and renewal	Authorised signatory / Final approval of arrangement	Type of agreement required	Process for annual and institutional reviews
LOW	Individual Student Placements	<p>Students undertake an optional 15 day placement in a non-academic organisation.</p> <p>The placement is organised for individual students rather than a cohort of students.</p>	<p>Two methods for approval:</p> <ol style="list-style-type: none"> <li><i>Initiated by the non-academic organisation:</i> Completion of the PGR Placement Scheme Expression of Interest form.</li> <li><i>Initiated jointly by the student and the non-academic organisation:</i> Completion of the 'PGR Placement Scheme Partner and Student Dual Application form.</li> </ol> <p>If the partner is approved and a student is identified for the project; the Health and Safety Questionnaire is completed.</p>	Careers and Employability	Placement Agreement signed by the student and placement supervisor	<p>Annual or institutional reviews are not applicable.</p> <p>Students and partner organisations provide feedback by completing one of the following:</p> <ol style="list-style-type: none"> <li>PGR Placement Scheme Evaluation Organisation Feedback Form</li> <li>PGR Placement Scheme Evaluation Student Feedback form.</li> </ol>
LOW	Provision of facilities	<p>Arrangements for the use of facilities at other institutions/organisations based in the UK.</p> <p>This arrangement enables students to make use of facilities which may not be available at UoL.</p>	<p>Approval process to be approved by PGRC.</p> <p>Process must include a risk assessment.</p>	Vice-Chancellor to sign the agreement after it has been approved by PVC for Research and Impact or their nominee	Service Level Agreement	Process to be approved by PGRC

Risk	Name	Brief description	Process for approval and renewal	Authorised signatory / Final approval of arrangement	Type of agreement required	Process for annual and institutional reviews
MED	Off-site arrangements for individual students	An individual research student is located off-campus at a collaborating institution or organisation which provides some element of formal supervision for the full duration of study.	The collaborating supervisors (UoL and partner) complete the 'Template PGR Off Site Joint Supervision award agreement' which forms part of the PGR Off site and Split Site Research Degree Policy for a single UoL Award.	PVC for Research and Impact or their nominee	PGR Off Site Joint Supervision award agreement for individual students	Programme review is not applicable. However, the progress of the student is reviewed as per normal annual progress arrangements.
MED	Split-site arrangements for individual students	An individual research student is located partially off-campus for substantial periods of study (more than one month). The student would normally spend a minimum of 12 months at the UoL campus.	The collaborating supervisors (UoL and partner) complete the 'Template PGR Split Site Joint Supervision award agreement' which forms part of the <a href="#">PGR Off site and Split Site Research Degree Policy for a single UoL Award.</a>	PVC for Research and Impact or their nominee	PGR Split Site Joint Supervision award agreement for individual students	Programme review is not applicable. However, the progress of the student is reviewed as per normal annual progress arrangements.
MED*	Independent off-site or split-site for individual students	An individual research student is located wholly or partially off-campus, but is not being supervised specifically by another institution/organisation, for example when conducting field studies in remote locations.	The supervisor completes the 'Off-site approval form' available on the Research Degree Administration Team (SAS) website (forms section).  A risk assessment must be undertaken prior to the off-site form being approved. The generic risk assessment found within the <a href="#">Code of Practice on Support and Safety of Students Off-Campus</a> should be completed.	Faculty PGR Director approves on a case by case basis. *Where the risk assessment is returned as 'high', institutional approval may be required.	None required	Programme review is not applicable. However, the progress of the student is reviewed as per normal annual progress arrangements.
MED	Institutional International Partnership Agreement offering single UoL PhD award	Students registered for a single UoL PhD award and will normally be resident equally at both institutions during the programme.  This type of agreement is not for individual students – it normally signifies wider research collaboration and is designed to grow PGR numbers.	First stage: 'New Partner Proposal and Due Diligence' (Form A)  Second stage (can be concurrent with first stage): 'Business case for the approval of new partnership arrangement' (Form B).  Due Diligence Panel will scrutinise proposed partnership and make recommendation to SLT	Vice-Chancellor to sign the agreement after it has been approved by PVC Research and Impact or their nominee	Institutional agreement as it can be cross departmental, School/Institute or Faculty  Term is usually five years. Renewal is dependent on successful review of the agreement	Annual report submitted from the Programme Management Team to Faculty PGR Committees (or equivalent)  Institutional visit and review for the renewal of the partnership

Reviewed by AQSD 29/07/2024, applicable to academic year 2024/25

Risk	Name	Brief description	Process for approval and renewal	Authorised signatory / Final approval of arrangement	Type of agreement required	Process for annual and institutional reviews
			<p>Draft agreements will be drafted and then scrutinised by AQSD using appropriate academic and professional services expertise.</p> <p>Renewal requires a site visit with the partner and the subsequent report submitted to PGRC for approval.</p>			
MED	Doctoral Training Entities (DTC, CDT etc)	Mechanisms established for PhD degrees funded by UK Research Councils	<p>Due diligence forms part of the applications to the Research Council. Applications for a DTE to be sent to Due Diligence Panel for recording.</p> <p>The Research Council approval and renewal processes stand as proxy for the UoL processes.</p>	Vice-Chancellor or the PVC for Research and Impact	As indicated by the Research Council process	The Research Council approval and renewal processes stand as proxy for the UoL processes.
MED	Innovative Training Network (ITN)	<p>Innovative Training Networks (ITN) offer early-stage researchers the opportunity to improve their research skills, join established research teams and enhance their career prospects. Transnational mobility is obligatory; the researcher must spend time at a partner institution in a country outside of that of their permanent residence. Universities, research organisations and companies can bid to develop an Innovative Training Network (ITN) under the Marie Curie Actions which are funded from the EU's flagship Horizon 2020 initiative. There must be a minimum of 3 partners (although there are usually more partners involved) from 3 different EU or Associated Countries for the most popular format of ITN – a European Training Network (ETN).</p>	<p>If a Dual Award is required, follow the Dual PhD Agreement section.</p> <p>Due diligence forms part of the applications for an ITN. Applications for an ITN to be sent to Due Diligence Panel for recording.</p> <p>The ITN approval and renewal processes stand as proxy for the UoL processes.</p>	Vice-Chancellor or the PVC Research and Impact	Normally indicated by the ITN process. However, a Dual Agreement may be required (follow Dual Agreement processes).	The ITN approval and renewal processes stand as proxy for the UoL processes (unless Dual Agreement).

Reviewed by AQSD 29/07/2024, applicable to academic year 2024/25

Risk	Name	Brief description	Process for approval and renewal	Authorised signatory / Final approval of arrangement	Type of agreement required	Process for annual and institutional reviews
HIGH	Dual PhD Agreement	<p>A Dual PhD degree leads to the award of a PhD from both institutions.</p> <p>This type of agreement is not for individual students – it normally signifies wider research collaboration and is designed to grow PGR numbers.</p>	<p>First stage: 'New Partner Proposal and Due Diligence' (Form A)</p> <p>Second stage (can be concurrent with first stage): 'Business case for the approval of new partnership arrangement' (Form B).</p> <p>Due Diligence Panel will scrutinise proposed partnership and make recommendations to SLT.</p> <p>Draft agreements will be drafted and scrutinised by AQSD using appropriate academic and professional services expertise</p> <p>Renewal may include a reciprocal site visit and the subsequent report submitted to PGRC for approval.</p>	Vice-Chancellor to sign the agreement after it has been approved by PVC Research and Impact or their nominee	<p>Institutional agreement as it can be cross departmental, School/Institute or Faculty</p> <p>Term is usually five years. Renewal is dependent on successful review of the agreement</p>	<p>Annual report submitted from the Programme Management Team to Faculty PGR Committees (or equivalent)</p> <p>Institutional visit and review for the renewal of the partnership.</p>
HIGH	Joint PhD Agreement	<p>Student obtains a single PhD award, governed by a single set of regulations (joint regulations) conferred by both institutions.</p> <p>This type of agreement is not for individual students – it normally signifies wider research collaboration.</p>	<p>First stage: 'New Partner Proposal and Due Diligence' (Form A)</p> <p>Second stage (can be concurrent with first stage): 'Business case for the approval of new partnership arrangement' (Form B).</p> <p>Due Diligence Panel will scrutinise proposed partnership and make recommendations to SLT.</p> <p>Draft agreements will be drafted and scrutinised by AQSD using appropriate academic and professional services expertise.</p>	Vice-Chancellor to sign the agreement after it has been approved by PVC Research and Impact or their nominee	<p>Institutional agreement as it can be cross departmental, School/Institute or Faculty</p> <p>Term is usually five years. Renewal is dependent on successful review of the agreement</p>	<p>Annual report submitted from the Programme Management Team to Faculty PGR Committees (or equivalent)</p> <p>Institutional visit and review for the renewal of the partnership.</p>

Risk	Name	Brief description	Process for approval and renewal	Authorised signatory / Final approval of arrangement	Type of agreement required	Process for annual and institutional reviews
			Renewal may include a reciprocal site visit and the subsequent report submitted to PGRC for approval.			
HIGH	Major Strategic Partnerships	Examples include development of a branch campus, merger with another institution, new university initiatives.	Approval process to be approved by PGRC.  All partnerships will be subject to Due Diligence and SLT approval.  Institutional visit is required for renewal.	Senate/Council	Bespoke Agreements and appropriate annexes.	Annual monitoring visit.  Action plan will be monitored by CPC.  Renewal determined by institutional agreement.
HIGH	Online Provision	Wholly online delivery of Professional Doctorates (DBA, EdD) in conjunction with an online education partner.	First stage: 'New Partner Proposal and Due Diligence' (Form A)  Second stage (can be concurrent with first stage): 'Business case for the approval of new partnership arrangement' (Form B).  Due Diligence Panel will scrutinise proposed partnership and make recommendations to SLT.  Draft agreements will be drafted and scrutinised by AQSD using appropriate academic and professional services expertise.	Senate/ Council	Institutional Agreement and appropriate annexes.	Annual monitoring visit  Action plan will be monitored by CPC.
	Miscellaneous	Any proposed partnership that does not comfortably fit within the categories above.	Consult with AQSD to determine if an established process is appropriate or if a bespoke procedure is required.	Consult with AQSD	Consult with AQSD	Consult with AQSD