

## **Guidelines for the development of inter-institutional degrees involving The University of the West Indies**

The University of the West Indies (The UWI) recognises two forms of inter-institutional degree programmes: joint degree programmes, and double degree programmes. The definition for each is given below.

### **Joint Degree Programmes:**

These are programmes collaboratively offered by two or more Higher Education Institutions. The curriculum is jointly developed to ensure appropriate integration and a clear understanding of which Institution is responsible for what components of the curriculum. Credit distribution within the programme and credit recognition by all partners is agreed upon. Students take courses from two or more of the partnering Higher Education Institutions. On completion of the programme, students are awarded a single degree certificate issued by one of the partner institutions but authorized to indicate the participation of all of the Institutions that were involved in the delivery of the programme.

### **Double Degree Programmes:**

These are programmes collaboratively offered by typically two (but sometimes more) Higher Education Institutions. The curriculum is jointly developed to ensure appropriate integration and a clear understanding of which Institution is responsible for what components of the curriculum. Credit distribution within the programme and credit recognition by all partners is agreed upon. Students take courses from the two (or more) partnering Higher Education Institutions. On completion of the programme, students receive degree certificates issued separately by each of the institutions involved in the programme.

### **Guidelines**

The following are guidelines for areas that should be clarified in the development of agreements covering inter-institutional programmes involving The UWI.

1. Establish that the institution is accredited in the relevant jurisdiction, or that it has accredited programmes in the discipline being contemplated.
2. Ensure that the qualifications of faculty involved in the delivery of any courses meet the requirements in keeping with the level of the programme.
3. Ensure that the registration, examination and other student support services are in place.
4. All new courses developed are subjected to The UWI's approval processes, including cross-campus consultation.

5. Determine specific responsibility in the following areas:
  - 5.1. Programme design and development
  - 5.2. Provision of Information Technology Support
  - 5.2 Access to library resources
  - 5.3 Student mobility between partners
  - 5.4 Programme delivery.
  - 5.5 Assessment (including marking scheme)
  - 5.6 Conduct of Examinations, External Examiners and Examination boards
  - 5.6 Governance, accountability/management/organisation, and oversight (including approval of and changes to the programme, assessment strategies, appointment of examiners [including external examiners] and changes to regulations).
  - 5.7 Financial obligations of the partners
  - 5.8. Payment of fees by students.
  - 5.9 Day-to-day programme management
  - 5.10 Academic regulations governing the award of the qualification.
  - 5.11 Quality assurance
  - 5.12 Monitoring and review procedures
  - 5.13 Registration, enrolment and contractual relationships with students
  - 5.14 Arrangements to consider academic complaints and appeals by students
  - 5.15 Certification and records of study
  
6. Ensure that an agreement is formulated and signed by the relevant authorities.

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