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**Academic Quality Handbook**

**Chapter I: Collaborative Partnerships**

**Appendix I.1: Initial Assessment**

This template should be completed to assess the risks and benefits of a potential collaborative partnership before its development moves to a more advanced stage. The purpose of the Initial Assessment is to assist proposers in articulating the potential risks and benefits of a new collaborative partnership at the initial stages of development, including details of any costs at the development stage.

The proposers of any new academic partnerships should contact the Senior Assistant Registrar (Quality & Governance) in the first instance for advice on the collaborative partnership approval process and completing the Initial Assessment.

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| --- | --- |
| Name and title of person proposing the academic partnership |  |
| Which Faculty does the proposed partnership relate to? | Faculty of Dance [ ]  Faculty of Music [ ]  Both Faculties [ ]  |
|  **Information on the proposed partner institution** |
| Name and address of the proposed partner institution |  |
| Type of the proposed partner institution  | Publicly funded organisation [ ] Privately funded organisation [ ] Not-for-profit private organisation/charity [ ]  |
| Is Trinity Laban already collaborating with the proposed partner institution in other areas?  |  |
| Describe briefly the mission and ethos of the proposed partner institution (with relevant links to their website) and how they align with [those of Trinity Laban](https://www.trinitylaban.ac.uk/about-us/governance/our-vision/#:~:text=Our%20Mission&text=We%20identify%2C%20support%20and%20develop,and%20throughout%20their%20creative%20lives.). |  |
| Type of the proposed academic partnership. | Articulation [ ]  Progression [ ]  Collaborative delivery [ ]  Study abroad [ ]  |
| Describe the proposed academic partnership. | *[What does the partnership involve, which programmes are affected, what are the indicative responsibilities of the partner and Trinity Laban and are there any joint responsibilities].* |
| Objective of the proposed academic partnership. | *[What is the partnership expected to achieve or bring to Trinity Laban]* |
| **Potential benefits of the proposed academic partnership***Please describe the potential benefits to Trinity Laban in each of the areas below.* |
| Reputation | *[Describe the reputation of the partner with reference to external rankings or other evidence, their other existing partnerships and how partnering with the institution could enhance the reputation of Trinity Laban.]* |
| Finance  | *[Describe the proposed financial arrangements, the financial status of the proposed partner (if known), the expected student numbers etc.]* |
| Strategy  | *[Describe how the proposed partnership aligns with* [*Trinity Laban’s strategic plan*](https://www.trinitylaban.ac.uk/sites/default/files/strategic_plan_2018-28.pdf) *and how it could help Trinity Laban to achieve its strategic objective(s).]*  |
| Student experience | *[Describe how the proposed partnership arrangements would benefit students at Trinity Laban academically/ professionally/ financially etc.]* |
| Other |  |
| **Potential risks of the proposed academic partnership***Please describe any potential risks to Trinity Laban in each of the areas below. Please also describe what Trinity Laban would need to do mitigate those risks.* |
| Reputation | *Risks: [In addition to the partner institution’s reputation itself, also include reference to the political situation in the country. Please also do a basic google search of the partner institution to find out more about any statements or concerns relating to them that may not be aligned with the views and ethos of Trinity Laban.]**Possible mitigations:* |
| Finance  | *Risks:**Possible mitigations:* |
| Student experience | *Risks:**Possible mitigations:* |
| Academic standards and quality | *Risks:**Possible mitigations:* |
| Other |  |
| **Initial costs and resources** |
| Are there any additional costs to Trinity Laban at this stage that are not (or will not be) covered by the proposed financial arrangements? | *[Include costs and spending related to travel etc.]* |
| What are the indicative resource implications of the proposed academic partnership to Trinity Laban? | *[E.g. Expected number of regular visits required when the partnership has been set up]* |
| **Endorsements** |
| Registrar or their nominee:  | [signature and date] |
| Director of Finance (if applicable): | [signature and date] |
| Director of Corporate Affairs or their nominee: | [signature and date] |
| **Approval** |
| Director of Faculty | [signature and date] |