**GUIDE TO THE UNIVERSITY'S ACADEMIC REGULATIONS, POLICIES AND GUIDANCE DOCUMENTS FOR VALIDATED PARTNERS**

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| **VALIDATED PARTNERS MUST FOLLOW THESE REGULATIONS AND POLICIES**  **(unless dispensation has been granted by the Faculty)** |
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| **University of Manchester Degree regulations** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/degree-regulations/> |
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| **Accreditation of prior learning (APL/APEL)** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/student-support-development/apel/> |
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| **Programme approval/amendment/withdrawal** |
| <https://www.staffnet.manchester.ac.uk/tlso/quality/development-programmes/> |
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| **HUMANITIES SPECIFIC: Programme approval/amendment/withdrawal** |
| <https://www.staffnet.manchester.ac.uk/humanities/teaching-support/quality/programme-development/> |
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| **External Examiners** |
| <http://www.staffnet.manchester.ac.uk/tlso/external-examiners/> |
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| **Exam Boards** |
| <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=24362> |
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| **HUMANITIES SPECIFIC: Maximum Summative Assessment** |
| <http://www.staffnet.manchester.ac.uk/humanities/teaching-support/policy-and-guidance/assessment-and-feedback/> |
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| **HUMANITIES SPECIFIC: Attendance and Participation Policy** |
| <https://www.staffnet.manchester.ac.uk/humanities/teaching-support/policy-and-guidance/assessment-and-feedback/> |
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| **HUMANITIES SPECIFIC: Undergraduate Contact Hours Framework** |
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| **HUMANITIES SPECIFIC: Framework of Minimum Requirements for Scheduled Teaching and Learning Activities and Opportunities for Contact/Interaction with Academic Staff at Postgraduate (PGT) Level** |
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| **HUMANITIES SPECIFIC: Framework of Minimum Requirements for Scheduled Teaching and Learning Activities and Opportunities for Contact/Interactions with Academic Staff for Distance Learning (DL)/Blended Learning (BL) Provision at postgraduate Taught (PGT) Level** |
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| **VALIDATED PARTNERS MUST HAVE THE FOLLOWING POLICIES, PROCESSES AND GUIDANCE DOCUMENTS IN PLACE (where applicable).**  **THESE SHOULD NOT REPLICATE THE UNIVERSITY'S POLICIES, PROCESSES AND GUIDANCE; BUT SHOULD BE FIT FOR PURPOSE FOR THE VALIDATED PARTNER.**  **THE UNIVERSITY’S WEBLINKS CAN BE USED AS A GUIDE WHEN PARTNERS ARE DEVELOPING OR REVIEWING THESE.** |
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| **Academic appeals, complaints and misconduct** |
| <http://www.staffnet.manchester.ac.uk/tlso/academic-appeals-complaints-and-misconduct/> |
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| **Academic malpractice** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/malpractice/> |
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| **Additional cost incurred by students on undergraduate and postgraduate taught programmes** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/teaching-and-learning/learning/additional-costs/> |
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| **Admitting minors procedure (linked to Parent consent to the Admission of students aged under 17 at entry)** |
| <https://documents.manchester.ac.uk/DocuInfo.aspx?DocID=32593> |
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| **Advising** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/student-support-development/advising/> |
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| **Artificial Intelligence (AI) Teaching Guidance** |
| <https://documents.manchester.ac.uk/display.aspx?DocID=70286> |
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| **Anonymous marking** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/reaching-decisions-from-assessment/anonymous-mark-handling/> |
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| **Assessment** |
| <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=7333> |
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| **Conduct and discipline** |
| <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=6530> |
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| **Continuous monitoring** |
| <http://www.staffnet.manchester.ac.uk/tlso/quality/monitoring-review/continuous-monitoring/> |
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| **Design and use of grade descriptors** |
| [**https://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/practice-of-assessment/grade-descriptors/**](https://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/practice-of-assessment/grade-descriptors/) |
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| **Dignity at work and study** |
| <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=22734> |
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| **Ethical Approval of Research on Human Subjects in Taught Assessment** |
| <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=26152> |
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| **Examinations** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/process-of-assessment/policy-on-exams/> |
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| **Feedback** |
| <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=6518> |
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| **Field Work and Field Courses** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/teaching-and-learning/learning/fieldwork/> |
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| **Group working** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/teaching-and-learning/learning/group-work/> |
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| **Handbooks and other publications** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/student-support-development/handbooks/> |
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| **Induction** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/student-support-development/induction-transitional-support/> |
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| **Interruptions to taught programmes** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/teaching-and-learning/learning/interruptions/> |
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| **Late submission** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/practice-of-assessment/late-submission/> |
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| **Making Accessible Teaching Content** |
| <https://www.staffnet.manchester.ac.uk/umitl/resources/delivering-blended-learning/accessible-teaching-content/> |
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| **Marking** |
| <http://documents.manchester.ac.uk/display.aspx?DocID=7333> |
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| **Mitigating circumstances** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/reaching-decisions-from-assessment/mitigating-circumstances/> |
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| **Moderation** |
| <https://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/practice-of-assessment/moderation/> |
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| **Parent consent to the Admission of students aged under 17 at entry** |
| <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=14835> |
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| **Peer review of teaching** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/teaching-and-learning/teaching/peer-review-of-teaching/> |
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| **Placements** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/teaching-and-learning/learning/placements/> |
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| **Posthumous awards** |
| <https://documents.manchester.ac.uk/display.aspx?DocID=51163> |
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| **Pregnancy, maternity and paternity leave (students)** |
| **Policy TBC** |
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| **Proofreading statement** |
| <https://www.staffnet.manchester.ac.uk/tlso/policy-guidance/teaching-and-learning/learning/proofreading/> |
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| **Recording and monitoring attendance** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/student-support-development/recording-attendance/> |
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| **Recording of lectures and other teaching and learning activities** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/teaching-and-learning/learning/recording-lectures/> |
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| **Staff and Student Mental Health and Wellbeing Strategy** |
| [Staff and Student Mental Health and Wellbeing Strategy (The University of Manchester)](https://documents.manchester.ac.uk/DocuInfo.aspx?DocID=59229) |
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| **Student admissions policy** |
| <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=6523> |
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| **Student representation and student engagement in quality assurance** |
| <http://www.staffnet.manchester.ac.uk/tlso/student-engagement/quality-assurance/> |
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| **Students with disabilities** |
| <https://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/practice-of-assessment/disabled-students/> |
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| **Submission of Work for Summative Assessment on Taught Programmes** |
| <http://www.staffnet.manchester.ac.uk/tlso/policy-guidance/assessment/practice-of-assessment/submission-of-work/> |
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| **Supporting Health, Fitness and Return to study** |
| <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=37764> |
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| **Teaching assistants** |
| <https://www.staffnet.manchester.ac.uk/people-and-od/current-staff/gtas/> |
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| **Timetabling** |
| <https://documents.manchester.ac.uk/protected/display.aspx?DocID=64152> |
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| **FOR GOOD PRACTICE, IT IS ADVISED THAT VALIDATED PARTNERS HAVE THE FOLLOWING POLICIES, PROCESSES AND GUIDANCE DOCUMENTS IN PLACE (where applicable).**  **THESE SHOULD NOT REPLICATE THE UNIVERSITY'S POLICIES, PROCESSES AND GUIDANCE; BUT SHOULD BE FIT FOR PURPOSE FOR THE VALIDATED PARTNER.** |
| **eLearning Distance Learning policy** |
| **Lecture shout outs** |
| **Religious observance** |
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| **HUMANITIES SPECIFIC:-** |
| **Excluding students for non-preparation** |
| <http://hummedia.manchester.ac.uk/faculty/staffnet/tandl/excluding%20students%20for%20non-preparation.pdf> |
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| **Policy on the use of Level 6 Units at Level 7** |
| <http://hummedia.manchester.ac.uk/faculty/staffnet/tandl/Policy_L6_at_L7.pdf> |
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| **Document control box** | |
| Implementation date: | July 2023 |
| Version: | 2.0 |
| Supersedes: | 1.0 |
| Previous review dates: | February 2020 |
| Next review date: | July 2024 |
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