THE GLASGOW SCHOOL OF ART

COLLABORATIVE PROVISION: UK Articulation Policy

POLICY DETAILS:

Date of approval	November 2026 tbc
Approving body	Academic Council
Supersedes	UK Articulation Policy March 2016
Date of EIA	needs updating
Date of next review	*November 2031*
Author	Head of Professional and Continuing Education
Responsible Executive Group area	Marketing, Communications and Strategic Planning
Related policies and documents	• Collaborative Provision Policy • Collaborative Provision: Risk Assessment • Collaborative Provision: Due Diligence • Collaborative Provision: Formal Agreements • Collaborative Provision: Monitoring and Review • Collaborative Provision: The Staff and Student Experience
Benchmarking	UK Quality Code for Higher Education 2024 (inc. Advice and Guidance on Principle 8: Collaborative Working) University of Glasgow

THE GLASGOW SCHOOL OF ART

UK ARTICULATION POLICY

1. CONTEXT

1.1 This policy supports the delivery of the Glasgow School of Art's progression and widening participation ambitions, in line with the Institution's Strategic Plan and Scottish Funding Council guidance on use of articulation places. Equality consideration and due regard to the Public Sector Equality Duty (PSED) has been an integral aspect of the development of this policy at each stage in order to ensure that it provides positive impact for groups which are under-represented at the Glasgow School of Art (GSA), including students from disadvantaged backgrounds and those with protected characteristics.

1.2 The policy has been developed in consultation with academic staff, widening participation and equality staff and students who have previously progressed from college to the GSA in order to ensure that equality consideration has been embedded and successful student progression and retention is supported.

2. DEFINITION AND KEY CHARACTERISTICS

2.1 Articulation is a form of credit transfer and is defined as direct entry/progression on the basis of agreed qualifications, such as Higher National Certificates (HNCs) and Higher National Diplomas (HNDs) or other agreed equivalents at SCQF levels 7 and 8 and the fulfilment of agreed admission requirements which may include a selection process. An *articulation agreement* is used where it is intended to accept students from an approved institution with particular approved qualifications/credits and the fulfilment of agreed admission requirements which may include a selection process, on a standard and regular basis to a GSA degree programme leading to a University of Glasgow award.

2.2 Possible opportunities are commonly known as '2+2' or '1+3' agreements (other combinations are possible) where a student studies for one or two years at another institution and enters a GSA degree programme for a further minimum of two years to qualify with a degree awarded by the University of Glasgow. A '1 + 3' model refers to an agreement where the student will spend one year at the partner institution followed by three years at the GSA. Similarly, in a '2 + 2' articulation students will spend the first two years at the partner institution with the following two years at the GSA.

2.3 The Glasgow School of Art (GSA) is an accredited institution of the University of Glasgow. The GSA's undergraduate and postgraduate degree programmes have been validated by the University since 1992. The University of Glasgow is the degree awarding body and the Senate of the University of Glasgow has ultimate responsibility for the awards.

2.4 For the purpose of this document, the word award refers to the accredited award from the University of Glasgow.

3. KEY PRINCIPLES OF UK ARTICULATION AT GSA

3.1 The decision-making processes regarding academic standards and quality awards for such programmes lies with the GSA in conjunction with the University of Glasgow.

3.2 The core principles in these decisions should be **parity of student experience and comparable level of study**. The GSA will ensure, through a process of mapping and quality assurance, that the total number of credits for an articulated award matches the normal requirements of degree programmes at the GSA.

3.3 Management of the risks of articulation rests with the relevant Boards of Studies at the GSA.

3.4 Approval of the programme of study is required via the academic approvals process at the GSA, specifically through Boards of Studies, Education Committee and Academic Council. These approvals are to be based on a UK Articulation Proposal Pro Forma, which includes an academic rationale, a risk assessment, an Equality Impact Assessment and is monitored annually through the Programme Annual Monitoring Report (PMAR Process) of the affiliated programme(s).

3.4.1 The Academic Rationale should detail the academic and strategic reasons for developing the agreement including any financial rationale and alignment with Departmental, School, and Institution-wide strategic objectives.

3.5 A legal agreement, a Memorandum of Agreement (MoA), will be drawn up which clearly outlines the roles, responsibilities and operational structures for the articulation. The MoA is to be signed off by the Director of the GSA or their designated alternate.

3.6 Prior to entry to the GSA, the Partner Institution is responsible for the recruitment and selection of students; the registration and regulation of students including those issues relating to academic appeals, complaints and student conduct; the design and delivery of the programme of the initial stages, i.e. their own provision; the quality of the student learning experience; the standards of the credit/award and financial matters.

3.7 The UK Articulation Proposal and MoA should detail specific entry requirements needed for onward progression to a GSA degree programme along with the process for Admissions, including any selection process, and engagement opportunities.

3.8 Those students accepted under the articulation agreement will become GSA students upon enrolment to the GSA degree programme.

3.9 If a UK Articulation Proposal has an Associate Student Scheme attached to it, details of the Scheme including resource implications and involvement of support departments will be outlined in the specific UK Articulation Proposal and MoA.

3.10 A key feature of all UK articulation agreements is that a minimum of 50% of the credits contributing to an accredited award of the GSA must have been gained from the GSA. This rule applies to the overall programme of study to which a student is admitted and does not apply in the event that a student is not able to complete the intended programme and is subsequently offered an exit award – for example, where a student is admitted to Year 3 of a four year Honours programme, but for personal or academic reasons leaves the GSA after Year 3 with a Designated (General) Degree. Exceptions to this policy may be possible and will be considered on a case-by-case basis.

4. UK ARTICULATION PROTOCOL FOR GSA

4.1 The GSA reviews the curriculum, assessment criteria, intended learning outcomes, feedback mechanisms, and quality of work of a specified programme(s) at another institution and assesses if the programme(s) (or a specified part) provide an appropriate basis, is of an appropriate academic standard, and has academic parity to the GSA degree programme(s).

4.2 This will allow advanced entry on a regular basis to a programme leading to a University of Glasgow award.

4.3 Agreements will normally involve credit accumulation and transfer, so that credit achieved for the approved study at the first institution is transferred to contribute to the degree programme and award completed at GSA.

4.4 All UK articulations must comply with the process outlined on the following pages:

5. APPROVALS PROCESS

5.1 Prior to the formalisation of a UK Articulation Agreement any proposal should be discussed with the Deputy/Head of School (D/HoS) in order to match the proposal with the strategic priorities of the School(s) and the GSA.

5.2 The relevant Programme Leader/Head of Department should then engage the Widening Participation (WP) and Articulation Manager to support the development of the material necessary for the approvals process through the usual academic committee structures at GSA in line with guidance for UK Articulation Proposals and the UK Articulation Policy.

5.2.1 This includes completion of the UK Articulation Proposal Pro Forma including academic rationale, Equality Impact Assessment and Risk Assessment.

5.2.2 All proposals must demonstrate compliance with UK Visa & Immigration policies for International Students and should ensure that any incoming students' visa requirements are taken into consideration.

5.2.3 The Admissions Process including entry requirements for progression to GSA should be agreed with Head of Academic Registry.

5.3 The UK Articulation Proposal including Equality Impact Assessment and Risk Assessment must be submitted for approval via the usual academic committee route at GSA as detailed in the flowchart shown in 5.5.

5.4 Once the UK Articulation Proposal has been approved, a Memorandum of Agreement (MoA) must be approved by the Senior Leadership Group (SLG) and signed by the Director of GSA (or suitable alternate).

5.5 Flowchart: Summary of Approval Process



6. IMPLEMENTATION

6.1 Once the UK Articulation has been agreed and the MoA signed off, the WP and Articulation Manager in consultation with the Academic Lead(s) will organise implementation of the terms of the Agreement including coordination with appropriate academic and support departments at the GSA ensuring Equality Impact Assessment recommendations are embedded.

6.2 An appropriate GSA liaison for the MoA should be identified within the UK Articulation Proposal Pro Forma:

6.2.1 Regular contact will be maintained with relevant staff and students at both institutions as appropriate and necessary.

6.2.2 Setup and maintenance of any Associate Student Scheme will be by the WP and Articulation Manager in conjunction with relevant Professional Support departments at GSA and Programme Leaders/Heads of Department of the associated programme(s). The specific nature of the Associate Student Scheme will determine the involvement of

the support departments but will normally include Registry, IT, Learning Resources, Learning Support and Development, and Technical Support at an early stage to determine the necessary input into an effective scheme.

7. MONITORING AND REVIEW

7.1 Evaluation of the UK Articulation Agreement should be carried out following ethical and GDPR principles to ensure that participants' confidentiality is protected

7.1.1 The WP and Articulation Manager and/or academic liaison will act as Data Controller and Privacy Notices should be issued outlining the use participant data.

7.2 As part of the maintenance of the UK articulation agreement and in accordance with GDPR principles and institutional data sharing agreements, School/Academic Leads involved in the associated GSA programme(s) will be expected to:

7.2.1 Undertake planned visits to the Partner Institution to meet prospective students and the Partner Institution teaching staff;

7.2.2 Ensure that all monitoring and reporting in respect of the development and delivery of Articulation Agreements includes reference to and reflection on equality consideration.

7.2.3 Discuss any changes to the GSA's degree programme(s) associated with the MoA and/or to the Partner Institution's curriculum that would impact the agreement;

7.3 The WP and Articulation Manager (or named GSA liaison) should provide statistics and a summary of their annual review and monitoring activity to relevant academic departments/Schools for inclusion in Programme Monitoring Annual Reporting. This should include:

7.3.1 A summary and review of engagement opportunities to support the articulation agreement including attendance and progression statistics

7.3.2 Information and statistics on the admission of students entering via a UK articulation agreement

7.3.3 GDPR regulations must be considered in the analysis and sharing of student data;

7.3.4 The monitoring of any financial arrangements is also necessary to ensure that the partnership remains viable and cost-effective in line with SFC guidance.

7.4 In addition to annual monitoring, there should be a review of the partnership in the final year of the MoA to determine the effectiveness of the partnership and whether to continue, amend or terminate the partnership. The review should be conducted 3-6 months in advance of the end date of the MoA.

7.4.1 Any agreed major amendments should go through the usual academic committee route at GSA;

7.4.2 Any recommendations to terminate the agreement should be discussed with the relevant Programme Leader/Head of Department who will then propose the termination of the articulation agreement at the relevant Board of Studies, clearly outlining the reasons for the termination. This should also be discussed with the relevant partner institution at an early stage. The areas for consideration and steps required to terminate as outlined in the Collaborative Provision Policy 2014 should be followed to ensure that this process is completed with due diligence to the students.

UK ARTICULATION PROPOSAL PRO FORMA

This pro forma proposes a formal articulation agreement between Glasgow School of Art (GSA) and [enter name of the Partner Institution]. This pro forma must be prepared by the Academic Lead in conjunction with the WP and Articulation Manager and submitted to the Board(s) of Studies where, if approved, it will be signed off by the convener and sent to Education Committee for approval and recommendation to Academic Council.

Please use the guidance notes in red provided in the boxes to complete the pro forma.

<table>
<tr><td rowspan="2">SCHOOL(S)
tick all that apply</td><td></td><td>School of Design (SoD)</td><td></td><td>Mackintosh School of Architecture (MSA)</td></tr>
<tr><td></td><td>School of Fine Art (SoFA)</td><td></td><td>School of Innovation and Simulation (SIT)</td></tr>
<tr><td>LEVEL OF STUDY
tick all that apply</td><td></td><td>UNDERGRADUATE</td><td></td><td>POSTGRADUATE</td></tr>
<tr><td>MODE OF DELIVERY
tick all that apply</td><td></td><td>FULL-TIME</td><td></td><td>PART-TIME</td></tr>
<tr><td>GSA DEGREE PROGRAMME(S)</td><td colspan="4">List all degree programmes at GSA participating in the agreement</td></tr>
<tr><td>STAFF MEMBER(s) with overall academic accountability for the articulation agreement</td><td colspan="4">List GSA staff including academic leads and other staff integral to the management and implementation of the agreement</td></tr>
<tr><td>LEVEL OF ENTRY TO GSA</td><td colspan="4">What level or levels will articulating students enter at GSA (eg. Year 2)</td></tr>
<tr><td>NAME, ADDRESS & WEBSITE OF PARTNER INSTITUTION</td><td colspan="4">Enter the name, contact address and main website for the Partner Institution</td></tr>
<tr><td>LOCATION OF COURSE DELIVERY</td><td colspan="4">If the Partner Institution has multiple campuses or delivery is not at the address above, where is the qualification delivered?</td></tr>
<tr><td>TYPE OF PARTNER INSTITUTION (FE/HE, Private/Public)</td><td colspan="4">eg. publicly-funded college of further education</td></tr>
<tr><td>PARTNER INSTITUTION CORRESPONDENTS</td><td colspan="4">List relevant Heads of Department/School and curriculum/programme leader at Partner Institution including their names and job titles</td></tr>
<tr><td>PARTNER INSTITUTION AWARD/QUALIFICATION from which articulation is proposed</td><td colspan="4">Enter the qualification and awarding body of the qualification</td></tr>
<tr><td>NUMBER OF STUDENT PLACES at GSA at each intake</td><td colspan="2">MINIMUM

number of places</td><td colspan="2">MAXIMUM

number of places</td></tr>
<tr><td>AGREEMENT START DATE</td><td colspan="4">Academic Session when agreement begins</td></tr>
<tr><td rowspan="2">ENTRY/PROGRESSION REQUIREMENTS</td><td colspan="2">QUALIFICATIONS</td><td colspan="2">OTHER ENTRY REQs</td></tr>
<tr><td colspan="2">list qualifications required for entry including grades as appropriate</td><td colspan="2">list any other requirements of entry such as interview, efolio, etc.</td></tr>
<tr><td>ENGLISH REQUIREMENT
for applicants who require an English qualification (see Registry requirements)</td><td colspan="4">typically an IELTs score</td></tr>
</table>

UKVI Visa REQUIREMENTS	*enter up-to-date information for applicants who require a Tier 4 visa to study in the UK*			
PROCESS FOR SELECTING ENTRANTS TO GSA *(if applicable)*	*Do all students on the Partner Institution's course or registered with the GSA automatically articulate to GSA? If not, include a detailed explanation of requirements to be considered for admission under the Agreement and the admissions process applicants will need to follow including applications (direct or UCAS), stage 1 (digital portfolio upload), stage 2 (interview) and any other steps in the process as agreed with Registry and relevant academic departments*			
List any engagement opportunities provided by the GSA to support the articulation	*List any activities and/or extra support provided as part of the Agreement including visits to and by the GSA, collaborative activity, project work, shared curriculum, etc.*			
ASSOCIATE STUDENT SCHEME *a scheme that enrols students from the Partner Institution at the GSA in order to engage in additional activity and access GSA resources while still studying at the Partner Institution*		Yes		No
DETAILS of the ASSOCIATE STUDENT SCHEME	*What access to the GSA does the Scheme provide – on campus, online, VLE, etc? What activities will the Associate Students be able to access? Are there any GSA courses available to students on the Scheme? If so, what are they and what are the assessment arrangements?* *You may refer to engagement opportunities and the selection process detailed above.*			
PROFESSIONAL SUPPORT DEPARTMENTS THAT HAVE AGREED INVOLVEMENT IN SUPPORTING THE ASSOCIATE STUDENT SCHEME (tick all that apply)		Technical Services		Library
		IT		Registry
		Learning Support and Development		Other (please specify)
CURRICULUM MAPPING has been undertaken by:	*list names and roles of GSA staff involved in curriculum mapping*			
CURRICULUM MAPPING outcomes have been deemed acceptable by:	*enter name/group who has signed off GSA approval*			
From the curriculum mapping, please indicate any essential learning outcomes that are not sufficiently mapped and how this will be addressed.	*list the <u>essential</u> learning outcomes that are not covered by the Partner Institution and an explanation of how they will be addressed by supporting activity.*			
Details of any additional student support required by students studying at the Partner Institution.	*Specify GSA-based student support available as part of the Associate Student Scheme on top of support available at the Partner Institution.*			

Details of transition or induction activities to support articulating students entering the GSA	*Describe activities offered to students articulating to the GSA through this Agreement*			
Details of mechanisms that relate to the maintenance and evaluation of the partnership	*list the mechanisms that will be used to monitor and evaluate this agreement*			
An EQUALITY IMPACT ASSESSMENT has been completed and accompanies this proposal *tick the appropriate answer and include EIA Summary Report with the completed pro forma*		Yes		No
ACADEMIC RATIONALE for the ARTICULATION AGREEMENT				
Please explain the academic and strategic reasons for developing this agreement including any financial rationale, recommendations from an Equality Impact Assessment and alignment with Departmental, School and Institution-wide strategic objectives such as the Outcome Agreement and Strategic Plan.				

Details of APPROVAL PROCESS

Include the dates of the relevant meetings and update each section as appropriate.

BOARD OF STUDIES	**Mackintosh School of Architecture**	**School of Design**	**School of Fine Art**	**School of Innovation and Technology**
DATE				
approved				
not approved				
not applicable				

Education Committee	
DATE	
approved	
approved with recommendations	
not approved	

ACADEMIC COUNCIL	
DATE	
approved	
approved with recommendations	
not approved	

SLG / MoA signed	
DATE	
approved	
not approved	