**Procedure for the Approval of Collaborations Leading to an Award (Single, Dual or Joint) or Credit of the University**

1. **Following initial discussions with Registry or SRAS as appropriate, proposer completes relevant proposal forms**
   - Head of School and Head of College review the proposal forms
     - Revise
     - Approved
     - Rejected

2. **Medium- and High-Risk Proposals**
   - School/College submit Proposal Forms (Parts A and B) to collaborative@abdn.ac.uk
   - Advisory Group on Student Recruitment and Admissions (AGSRA) scrutinize proposal for strategic and business fit (10 working days)
     - Revise
     - Rejected
     - Approved

3. **Low-Risk Proposals**
   - School/College submit Proposal Forms (Parts A, B and C) to collaborative@abdn.ac.uk
   - QAC (on behalf of University Committee on Teaching and Learning (UCTL)) scrutinize for academic fitness (10 working days)
     - Recommended / Recommended with revision / Not recommended
     - Following QAC recommendations, AGSRA consider for strategic and business fit (10 working days)
     - Revise
     - Rejected
     - Approved

4. **Joint Supervisions (leading to a single or dual award)**
   - School/College submit Proposal Forms (Parts A and B) to collaborative@abdn.ac.uk
   - Quality Assurance Committee (QAC) scrutinize proposal (10 working days)
     - Rejected
     - Approved
     - Revise
   - Agreement drafted by Academic Services in liaison with Research & Innovation Contracts Officer, College, School and partner, as appropriate
     - Approved Agreement signed by authorised signatories of both parties, supervisors and student
     - Master copy of Agreement retained by R&I, copies distributed to Registry and College
     - Programme set up in the Student Record and Student Admitted

5. **Accreditations, Distance Programmes, Joint Degrees, Validations**
   - QAC Convened Panel Visit and Report to UCTL
     - UCTL consider Panel Report and, if recommended, Agreement drafted with any required revisions
     - Rejected
     - Recommended
     - Senate
     - Court
     - Approved

6. **Articulations, Student Exchanges**
   - Agreement drafted by Academic Services/SRAS in liaison with Research & Innovation Contracts Officer, College, School and partner, as appropriate
     - Approved Agreement signed by authorised signatories of both parties
     - Master copy of Agreement retained by R&I, copies distributed to Registry/SRAS and College
     - Programme set up in the Student Record and Students Admitted