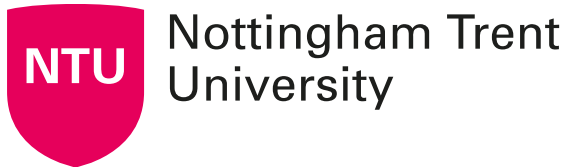


# Section 0



## Quality Handbook

### Section 0: Introduction and Key Academic Quality Values

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## 1. The Purpose of the Quality Handbook

**Nottingham Trent University is an independent and self-governing higher education provider, with degree awarding powers to offer academic awards at undergraduate, taught postgraduate and research and higher degree levels. The University takes responsibility for the academic standards and quality of its academic provision, and through the exercise of this responsibility ensures that the standards of its awards are comparable to those of other UK Universities.**

- 1.1 The purpose of the Quality Handbook (QH) is to set out the policies, processes, and guidance that define and assure the academic standards and quality of the University's academic portfolio.
- 1.2 The QH is monitored throughout the year and fully updated for the start of each academic session. Substantive changes that have been made from the previous edition are shaded and remain shaded for the duration of the new edition.
- 1.3 For the most part, each section of the QH are requirements associated with the implementation of those policies. Explanatory notes have been included to provide users with practical and technical advice on the scope of implementation.
- 1.4 Some sections of the QH are supplemented by further information provided in Quality Handbook Supplements (QHS). The title of each supplement clearly indicates whether these are additional specific policy requirements, guidance to operation or templates/forms. Please note that from 2024/25 all new requirements are only added to sections and not supplements of the quality handbook.
- 1.5 A glossary is available providing users with definitions of key policy terms (terms are emboldened in sections and supplements). The glossary is updated annually.
- 1.6 When policies are being reviewed, equality and diversity considerations are taken into account to best meet the needs of diverse groups of students and staff.
- 1.7 The QH relates to the learning and teaching activities of the University. Among areas it does not cover are staff research (beyond the provision of research degree programmes), student records and timetabling, Human Resources, Finance and Estates Management.

## 2. Key Academic Quality Values

**While each section of the QH has its own policy statements, the overarching Handbook is based on a number of key academic quality values, which underpin all the University's policies, processes and requirements.**

- 2.1 The key values are:

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- a. Strategic oversight of academic standards and academic quality is undertaken at the highest levels of University academic governance.
- b. The provisions set out in the QH are regularly and effectively monitored, reviewed and improved (see QHS 0A).
- c. There is regular, sufficient and appropriate external involvement in the maintenance of the University's academic standards and the quality of its learning opportunities.
- d. Students have the opportunity to contribute to the shaping of their learning experience, and are properly and actively informed at appropriate times of matters relevant to their course or research degree programme.
- e. Equality and diversity considerations are embedded throughout to ensure that all students have an equal opportunity to succeed in their studies and other users can implement policy effectively.
- f. University staff are appropriately supported in implementing the QH, enabling them in turn to support the learning experiences of students.
- g. All sections of the QH are written in a manner that is intended to be clear and transparent to all staff and students, and other stakeholders including external examiners.

### 3. Articulation with the Revised UK Quality Code for Higher Education

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**In establishing the QH and the policies it contains, the University subscribes to the Quality Assurance Agency's (QAA) UK Quality Code for Higher Education.**

- 3.1 Each QH section contains relevant references to the Quality Code as appropriate; however, the following overarching principles have been established to inform all sections (including Section 10 which deals with collaborative provision):
- a. Each of the University's academic awards is allocated to the appropriate level in the Framework for Higher Education Qualifications (FHEQ).
  - b. All University courses take account of relevant subject and qualification benchmark statements.
  - c. The University requires all course teams to present definitive information on the aims, intended learning outcomes and expected learner achievements of their courses by means of course specifications.
  - d. The University has in place effective processes to approve and periodically review the validity and relevance of its courses.
  - e. The University ensures independent and external participation in the approval and moderation of its courses and research degree programmes.

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- f. The University ensures that the assessment of students is robust, valid and reliable and that the award of qualifications and credit are based on the achievement of the intended learning outcomes.
- 3.2 The University has also ensured that its QH stipulations align with the Standards and Guidelines for Quality Assurance in the European Higher Education Area.
- 3.3 Relevant sections of the QH refer to the Office for Students' (OfS) B Conditions.

## **4. Contacts**

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- 4.1 The QH is maintained by the Centre for Academic Development and Quality (CADQ), with support from the Academic Registry, Employability, the University Doctoral School, the Equality and Diversity Team, Student Support Services and the Admissions Office.

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<b>Policy owner</b>
CADQ

<b>Change history</b>			
<i>Version:</i>	<i>Approval date:</i>	<i>Implementation date:</i>	<i>Nature of significant revisions:</i>
Sept 2016	30.09.16	01.10.16	References to new sections added
Sept 2017	12.09.17	01.10.17	References to new sections added
Sept 2018	12.09.18	01.10.18	None
Sept 2019	11.09.19	01.10.19	None
Sept 2020	16.09.19	01.10.20	None
Sept 2021	07.09.21	01.10.21	None
Sept 2022	22.09.22	01.10.22	None
Sept 2023	14.09.23	01.10.23	None
Sept 2024	19.09.24	01.10.24	None
Sept 2025	25.09.25	01.10.25	Minor updates to reference new structure of QH.