

General ongoing condition of registration F2: Student transfer arrangements Requirement to publish and provide information to the OfS

This is ICMP's statement under condition of registration F2: Student transfer arrangements Requirement to publish and provide information to the OfS.

'Student Transfer' means those cases where a student transfers from a higher education course ("course X") provided by a UK higher education provider ("the transferring provider") to a different higher education course ("course Y") provided by the same or a different UK higher education provider ("the receiving provider"), and the receiving provider recognises, or takes account of, the study undertaken, or a level of achievement attained, by the student— (i) on course X, or (ii) on another higher education course provided by the transferring provider, when the receiving provider is determining the study to be undertaken, or the level of achievement attained, by the student on course Y.

This statement sets out ICMP's arrangements both where it acts as "the transferring provider", or as "the receiving provider", or both.

ICMP's arrangements for student transfer are governed by the requirements of our validating partners (University of East London (UEL), University of South Wales (USW), or Pearson, as applicable). For instance we do not issue transcripts to students who transfer out of ICMP as we are not permitted to do so by either UEL or USW.

The receiving provider

Arrangements for transfer-in to our degree courses are set out in our prospectus, (<https://www.icmp.ac.uk/sites/default/files/new/PDFs/icmp20-21-sd02.pdf>) and Admissions Policy (<https://www.icmp.ac.uk/sites/default/files/new/PDFs/pol-mkt-admissions.pdf>). In brief, students wishing to transfer-in to a UEL programme apply through the normal route. The receiving programme leader reviews the learning which has been achieved and, where possible, makes a recommendation to UEL that the prior learning be recognised. Similar arrangements are in place for prior experiential learning.

ICMP received 41 applications for 2019 entry from students wishing to transfer-in. Of these we were able to support 37.

Under Pearson regulations, students can transfer their registration and achievement between centres. The transferring provider should ensure that adequate information about the transferee's position and progress is communicated to the receiving centre. There is also provision for the recognition of prior learning in Pearson programmes. In practice our Pearson programme is a one-year programme and these provisions are little-used. We had no applications for 2019 entry from students wishing to transfer.

Our USW-validated programme is no longer recruiting, and transfer-in is therefore not relevant to this programme.

Students who have registered on a CertHE course at ICMP may, subject to successful completion of that course, have the credit recognised when they continue to a full degree course at ICMP. Students may also transfer between ICMP courses subject to the agreement of the relevant programme leader, which is not usually withheld if there are places available on the receiving course. If students transfer courses within ICMP their previous learning will be recognised as far as possible.

The transferring provider

Students transferring out of ICMP are not obliged to inform us of their future intentions and may choose not to do so.

We structure our curriculum to support transfer-out by offering CertHE and HNC courses of a single year's duration. At the end of those courses students may wish to transfer to full degree courses either at ICMP or elsewhere, and their certified learning assists them to do so.

Our withdrawal process is structured to ensure that all students receive individual tailored advice from their programme leader before the withdrawal is processed. If a student is withdrawing in order to transfer elsewhere (and chooses to tell us this), they will receive appropriate support to do so. This might include assisting a student to complete assessments so that their learning can be accredited and more easily recognised elsewhere.

The award of interim qualifications and the issue of transcripts is a matter for our validating partners.