# External Advisor Report Template – Institutional Approval Event

Please complete each section of the form and submit to the AQD Officer (Partnerships): s.gambie@londonmet.ac.uk, Quality Manager (Partnerships): r.kailla@londonmet.ac.uk or aqdpartnerships@londonmet.ac.uk.

## Section A – External Advisor Details

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| --- | --- |
| **Name**  |  |
| **Job title** |  |
| **Institution**  |  |
| **Date of completing report** |  |

## Section B – Event Details

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| **Collaborative Institution Name** |  |
| **Date of the event** |  |

## Section C - Working relationship between London Metropolitan University and the Collaborative Partner and management of the partnership.

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| *Please include any good practice and areas for improvement identified in the documentation and/ or discussions during the event.* |
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## Section D – Collaborative Partner

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| *Please include any good practice and areas for improvement identified in the documentation and/ or discussions during the event.* |
| D1. Vision, Mission and Values |
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| D2. Organisation structure |
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| D3. Leadership and management, staffing and staff development at collaborative partner institution |
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| D4. Strategy and development of provision |
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| D5. Admissions and recruitment |
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| D6. Governance structure  |
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| D7. Policies, regulations and procedures |
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| D8. Approach to quality assurance and enhancement |
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| D9. Learning, Teaching and Assessment  |
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| D10. Learning resources and facilities |
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| D11. Student support (academic and pastoral) |
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| D12. Student partnership and engagement |
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| D13. Student Feedback |
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| D14. Employer engagement |
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## Section E – Any other comments

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