# External Advisor Report Template – Institutional Review

Please complete each section of the form and submit to the Quality Manager (Partnerships): [r.kailla@londonmet.ac.uk](mailto:r.kailla@londonmet.ac.uk) or [aqdpartnerships@londonmet.ac.uk](mailto: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 outcomes: progression, retention, achievement and graduate destinations |
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| D13. Student engagement and the student voice |
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| D14. Employer engagement |
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## Section E – Any other comments

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