LONDON METROPOLITAN UNIVERSITY

Revalidation and Review Policy

1. Internal and External Reference Points

1.1. London Metropolitan's (London Met) Policy and Process for course revalidations has been reviewed and updated with reference to meeting the requirements of the Office for Students B Conditions and the Quality Assurance Agency UK Quality Code for Higher Education (June 2024).

1.2. Course teams are advised to consult and consider internal Academic Regulations, General Student Regulations and the University's Assessment Policy and external reference points in the revalidation of courses including Subject Benchmark Statements, the Framework for Higher Education Qualifications in England (FHEQ), Apprenticeship Standards and any Professional, Statutory and Regulatory Bodies (PSRB) requirements.

2. Revalidation

2.1. The Academic Portfolio Committee (APC) has delegated responsibility on behalf of the Academic Board for the continuous validation and revalidation of courses at London Metropolitan University, and the Collaborative Partnership Committee (CPC) has delegated responsibility in relation to collaborative partners.

2.2. London Met aims to ensure that courses continue to meet appropriate threshold standards, provide students with an inclusive and up to date curricula, prepare students for employment, and afford a high-quality experience and positive outcomes. (OfS B Conditions) To ensure courses continue to meet these standards, all courses are subject to revalidation, including those at collaborative partners.

2.3. A course is normally validated for a period of 5 years; in the final year of the validation cycle a revalidation event will take place. Revalidation will also be triggered if courses exceed material modifications of 30% of core modules, or 20% of core modules and another material change such as a change of title and/ or course learning outcomes.

2.4. As part of revalidation, course teams can review and modify a course based on feedback from students, employers, External Examiners and or PSRBs. Courses can also be updated to ensure that threshold standards are maintained.

2.5. Revalidation panels will be comprised of a Chair, Internal Panel member, academic and industry experts and students.

2.6. The Panels will confirm that threshold standards continue to be met for the course(s) which is being revalidated and will recommend approval for a further period of five years.

3. Periodic Review

3.1. Periodic review will be triggered and take place in a few specific instances, which are primarily concerning regulatory risk or requirements. It has a detailed focus on practice around teaching, learning, assessment and student experience and outcomes and does not include curriculum.

3.2. The circumstances where periodic review might occur would include:
- A prescribed requirement of a Professional, Statutory or Regulatory body. In some circumstances, the review may need to be run in conjunction with the PSRB.
- Preparation for a visit from a UK regulator where they have identified a course(s) at risk of not meeting the conditions of registration or benchmarks.
- No improvement – or worse performance – in key metrics despite two plus years engaging with METCEP.
- Persistent or serious complaints about a course/series of courses from a number of students.

4. Course Suspension or Closure

4.1. An unsatisfactory revalidation may result in either suspension or closure of a course, or a recommendation for significant changes before a further revalidation.

4.2. Where significant changes are recommended, the course will be suspended until a revalidation has taken place. If the Course team cannot address necessary changes within the agreed deadlines, the course closure process outlined in section 8 of the Quality Manual will be followed, and the APC will be notified.

4.3. For courses at collaborative partners, processes specific to collaborative partners may apply including 'cause for concern' or partnership course closure / partnership termination as outlined in section 11 of the Quality Manual.