

## Study at other institutions: Postgraduate taught programmes

The following guidelines have been agreed by the Faculties of Life Sciences and of Science for periods of study at other institutions by students on postgraduate taught programmes:

1. The Ordinances do not permit students following taught postgraduate programmes to spend periods at other institutions except where appropriate provision has been made in a programme specification for a programme. Students may, therefore, spend periods at other institutions only 'ordinances notwithstanding' with the approval of the Associate Dean (Teaching and Learning) (on behalf of and reported to the Joint Faculty Board for Teaching and Learning), unless provision has been made for such arrangements in the syllabus or programme specification for the programme.
2. If, therefore, any Heads of School wish to make provision for periods of study at other institutions normally, within the rules, they will need to seek approval to include an appropriate statement in the appropriate programme specification(s) by making proposal(s) to the Joint Faculty Board for Teaching and Learning, for consideration of the Board and the Senate. This should be done unless such periods are to be very exceptional: 'Ordinances notwithstanding' is not acceptable for other than exceptional use.
3. In the light of the general view expressed at the then Agriculture Faculty's Steering and Development Committee meeting (Minute 797) that 'this University should be in control of the programme and that a major part of the taught element should be at Reading', there is a need to consider the establishment of a policy on the basis of which periods of study at other institutions (whether 'Ordinances notwithstanding' or through programme specifications) would be permitted/arranged.
4. Given the view expressed in 3 above, it has been agreed that the minimum period spent at Reading should be the Autumn and Spring Terms for programmes of up to one year's duration.
5. Issues relating to the implementation of policy
  - If changes are to be made to programme specifications to allow for periods of study at other institutions, then presumably the Head(s) of School would be expected to act under the Ordinances/Programme Specifications and in accordance with Faculty policy without any need for further permission from Faculty Board for Teaching and Learning.
  - For any periods at other institutions it is presumed that no adjustment of fees paid and no reallocation of fees between institutions will be permissible. (For ERASMUS or Socrates arrangements this would necessarily be the case.)