**Study Abroad Programme Specification Form**

The purpose of this process is to confirm the structural compatibility of programmes at the partner institution and to demonstrate how students participating in the exchange will fulfil the learning outcomes for the relevant level of the Brunel degree programme on which they are enrolled*.*  **Return form to Global Engagement Office at** [**partnerships@brunel.ac.uk**](mailto:partnerships@brunel.ac.uk)

***PART 1: Overview***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date of Submission** | Click or tap to enter a date. | **College** | | Select College. | |
| **Academic Exchange Coordinator** | Name:  Title:  Email | Click or tap here to enter text.  Click or tap here to enter text.  Click or tap here to enter text. | | | |
| 1. **Partner Institution** | | | | | |
|  | | | | | |
| 1. **Department(s)/Subject Area(s) at Brunel** | | | | | |
|  | | | | | |
| 1. **Degree programme(s) at Brunel** | | | | | |
|  | | | | | |
| 1. **FHEQ Level in which exchange will take place** | | | | | |
|  | | | | | |
| 1. **Credit conversion:** | | | | | |
| One Term = 60 Brunel Credits | | | **Host Institution Credits =** | | Click or tap here to enter text. |
| One Academic Year = 120 Credits | | | **Host Institution Credits =** | | Click or tap here to enter text. |
| ***The number of credits to be taken whilst a student is on exchange should constitute a standard full-time course load at the partner institution. In the case of an institution-wide exchange agreement, it is the responsibility of the Global Engagement Office to provide this information.*** | | | | | |

**PART 2: Programme-Specific Information**

Part 2, 3 and 4 of this form should be completed for each BUL department that wishes to be a part of the exchange agreement.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 1. **Department** | | | Choose an item. | | | |
| 1. **Programme(s)** | | | | | | |
|  | | | | | | |
| 1. **When will the exchange take place? Please ensure that this is compatible with how modules are delivered at the partner institution (i.e. are they term-long or year-long/short, fat or long, thin?).** | | | | | | |
| First Term |  | First Term and Second Term | |  | Short Programme |  |
| Second Term |  | Academic Year | |  | Other |  |
| **Comments – e.g. any accreditation issues to be considered** | | | | | | |
|  | | | | | | |

***PART 3 Indicative Mapping Outbound Students*** *(to be completed for each of the programmes that is included in the exchange agreement): The key principle underpinning this part of the process is that students who participate in the exchange should be able to fulfil the learning outcomes for the relevant level of the Brunel programme on which they are enrolled. The intention is to allow academic staff a degree of latitude in determining an appropriate programme of study for participants in the exchange. Where there is a wide range of suitable modules to choose from at the partner institution,* ***exchange coordinators should provide an indicative list of options using either Option 1 or 2.***

***PART 4 Indicative Mapping Inbound Students*** *(to be completed for each of the programmes that is included in the exchange or study abroad agreement) the key principle is to provide a list of indicative available modules for incoming students.*

**Indicative Programme of Studies at Host Institution (Option 1)**

**Please note:**  this is an indicative mapping exercise predicated on the assumption that module offerings at partner institutions can change from year to year. The key document in terms of determining the programme of study that an individual student will undertake whilst they are on exchange at the partner institution is the Learning Agreement. This must be signed by both the departmental exchange coordinator and the student and agreed with the partner institution before the period of exchange begins.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Terms 1 - Outbound** | | | | | | | | |
| **Learning Outcomes for Relevant Level of Brunel Programme** | **Compulsory Modules at Partner Institution** | **English Medium** | **Credit** | **Block** | **Optional Module at Partner Institution (Indicative List)** | **English Medium** | **Credit** | **Block** |
|  |  | Choose an item. |  |  |  | Choose an item. |  |  |
|  |  | Choose an item. |  |  |  | Choose an item. |  |  |
|  |  | Choose an item. |  |  |  | Choose an item. |  |  |
|  |  | Choose an item. |  |  |  | Choose an item. |  |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Terms 2 - Outbound** | | | | | | | | |
| **Learning Outcomes for Relevant Level of Brunel Programme** | **Compulsory Modules at Partner Institution** | **English Medium** | **Credit** | **Block** | **Optional Module at Partner Institution (Indicative List)** | **English Medium** | **Credit** | **Block** |
|  |  | Choose an item. |  |  |  | Choose an item. |  |  |
|  |  | Choose an item. |  |  |  | Choose an item. |  |  |
|  |  | Choose an item. |  |  |  | Choose an item. |  |  |
|  |  | Choose an item. |  |  |  | Choose an item. |  |  |

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**Indicative Range of Modules at Host Institution (Option 2 – BUL Equivalent listed)**

**Please note:**  this is an indicative mapping exercise predicated on the assumption that module offerings at partner institutions can change from year to year. The key document in terms of determining the programme of study that an individual student will undertake whilst they are on exchange at the partner institution is the learning agreement. This must be signed by both the departmental exchange coordinator and the student and agreed with the partner institution before the period of exchange begins.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **BUL Learning Outcomes for Relevant Level of Brunel Programme** | **Partner Institution Module** | **Credit** | **Term** | **English Medium** | **Compulsory**  **Optional** | **BUL Module**  **Code** | **Credit** |
|  | Code: Title |  | Choose an item. | Choose an item. | Choose an item. |  |  |
|  | Code: Title |  | Choose an item. | Choose an item. | Choose an item. |  |  |
|  | Code: Title |  | Choose an item. | Choose an item. | Choose an item. |  |  |
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Indicative Available Brunel Modules for Incoming Students

**Part 4 Indicative Available BUL Modules – Incoming Study Abroad and Exchange Students**

Please list the indicative available modules for incoming Study Abroad or Exchange Students.

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Code** | **Brunel Module Code and Title** | **Term** | **Department** |
|  | Title | Choose an item. | Choose an item. |
|  | Title | Choose an item. | Choose an item. |
|  | Title | Choose an item. | Choose an item. |
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|  | Title | Choose an item. | Choose an item. |

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