

Loughborough College

Access Agreement 2015-2016

1. Introduction

Loughborough College has had previous Access Agreements approved by **OFFA**, the last of which covered the academic year 2011-2012. It does not currently have an Access Agreement in place and this proposed agreement will only apply to the academic year 2015-2016. Students have been consulted on possible fee levels through our student representative system and student members of the Higher Education committees in the College.

2. The College in Context

Loughborough College is a general further education college located in the Borough of Charnwood in Leicestershire. Celebrating its Centenary Year in 2009, it moved to its present site in 1966 and now shares a large educational campus with Loughborough University and the RNIB College Loughborough.

Student numbers for SFA and HEFCE funded provision in 2013-14 are:

Loughborough College Student Numbers 2013-14

FE 16-18:	2,158
FE 19+:	1,495
HE FT:	550
HE PT:	293
HE FTE:	762 starts (698 on HEIFES13)

Students from 34 different countries enrolled at the college in 2012-13, including over 100 international fee paying students.

The college has a number of validated partnerships with HEIs and awarding bodies. These are:

- Loughborough University
- Nottingham Trent University
- The University of Derby
- The University of Warwick
- The University of Leicester
- Aston University
- EDEXCEL / Pearson

3. Higher Education Vision

For Loughborough College to remain a key provider of affordable, flexible and career-enhancing education and training.

4. Higher Education Mission

To enable all students to access higher education opportunities in order to achieve their full economic and social aspirations and potential.

5. Characteristics

The College has some key characteristics and future plans to enable its Higher Education Strategy to be realised. These include:

- Course delivery in a variety of study modes to provide the best fit for student circumstances, with major investment in eLearning
- High quality teaching and learning supported by a new process of classroom observation with bespoke HE elements and peer observations.
- An emphasis on bespoke CPD activity for HE staff.
- Strong partnerships with validating HEI partners
- High levels of student support to aid progress
- Clear progression routes on offer to students
- A dedicated HE Centre
- A new HUB / Visual and Performing Arts Centre to be opened in 2014
- A competitive fees policy
- High quality provision as attested by validating partners and external reviews
- Sustaining our commitments to widening participation and student access

6. QAA HER Review

The College underwent the HER Review in March 2014 and the report was published in June 2014. All threshold judgements were passed and the following good practice identified by the review team:

- The engagement with employers and sector bodies to develop and deliver a national innovative industry-led programme in Space Engineering (Expectation A5).
- The commitment to developing programmes which are responsive to the needs of learners and employers (Enhancement).
- The introduction of the Academic Tutor role which is effective in improving students' success (Expectation B4).
- The varied range of opportunities that are available to students to enable them to develop employability skills (Enhancement).

7. Duration and Scope

7.1 This agreement covers the academic year 2015/16 only.

7.2 This agreement relates to setting of fees for UK and EU students including:

7.3 Full and part-time undergraduate honours programmes

7.4 Full and part-time foundation degree programmes

8. Fee Levels

8.1 Loughborough College intends to charge all full time undergraduate entrants, apart from Foundation Degrees and Higher National Diplomas, tuition fees of between £6500 and £7500 per annum for 2015/16 regardless of their programme of study.

8.2 Loughborough College intends to charge all foundation degree and Higher Nationals entrants tuition fees of between £5900 and £6500 per annum for 2015/16 regardless of their programme of study.

8.3 Loughborough College intends to charge all part-time undergraduate entrants tuition fees as a pro rata proportion of full time fees per annum for 2014/15 regardless of their programme of study. The College will not charge any part-time student more than £4,000 in an academic year.

8.6 Loughborough College anticipates applying any permitted annual increases on these fee levels for subsequent years.

Fee levels for individual courses are attached in the Appendix Tables

The proposed fee levels will enable the College to continue to invest in the retention of and improving facilities and services for our students.

9. Expenditure on Access, Financial Support, Student Success and Progression

The College will direct its additional fee revenue to support access measures in the following ways:

- Through bursary payments to students as detailed in Section 10 of this agreement
- Through funding to provide additional learning support for students
- By extending the Academic Tutor role, highlighted by the QAA as good practice, to all curriculum areas
- Through the further enhancement of employability opportunities for students
- Institutional milestones linked to success, achievement and retention
- By improving student retention rates.
- By improving Level 3 internal progression rates to our HE programmes
- Improve the annual internal progression rate from foundation degree completers to Level 6 provision
- By working with employers to respond to their skills needs
- By developing new programmes in varied study modes

The college will spend around 25% of its additional fee income on these measures.

The college believes that such long-term investment is one of the major reasons for its success to date in recruiting students, retaining them and helping them to succeed on their courses. This was confirmed in the QAA HER review report and the college believes that continued investment of this type will pay dividends in the rapidly changing higher education environment in future.

10. Bursaries and Scholarships

The College will not offer bursaries for every course. However the Sports Department will offer scholarships in the following categories:

- 10.1 Internal progression from FE to HE Sport, particularly those with higher level grades (D*D*D), through the offer of academic scholarships.
- 10.2 Progression of Foundation Degree students from Part A to Part B for students achieving a Part A average of 65% or above.
- 10.3 Progression of Foundation Degree from Part B to Part C (BSc top-up) for students achieving a Part B average of 70% or above.
- 10.4 Elite athlete and performer scholarships

Bursary and scholarship criteria:

Full-time undergraduate students progressing from internal programmes, meeting the categories as identified above (8.1-8.3), will be entitled to apply for a bursary of £1000. The conditions of award are specified to include:

- Minimum of 85% attendance
- No outstanding fees payable to College or Validating HEI

Full and part-time undergraduate students applying for elite sport scholarships as above (8.4) will be assessed against the scholarship criteria for elite sport and will be awarded a bursary of up to £1000 during the first year and subsequent years of study. The conditions of award are specified to include:

- Minimum of 85% attendance
- No outstanding fees payable to College or Validating HEI
- Successful continuation of study / meeting of progression requirements
- Adherence to elite sport scholarship agreement

All bursary payments will be administered at 3 points during the academic year:

- i. Following HEFCE return in the first semester.
- ii. At the start of the second semester.
- iii. Week 5 of the second semester.

It is anticipated that the first payment will assist students in acquiring personal learning resources for their programme / elite sport support and subsequent payments to promote student commitment and engagement towards retention, achievement and further progression.

The breakdown of bursaries is shown below:

Total annual bursary	Payment 1	Payment 2	Payment 3
£500	£250	£125	£125
£750	£300	£225	£225
£1000	£400	£300	£300

Where the student does not choose to take out a fee loan or finances the fees in other ways, bursary payments will be netted off outstanding fees.

Outreach Activities

In line with the guidance from **OFFA** on Access Agreements and the recently published **National Strategy for Access and Student Success in Higher Education**, the College has chosen to re-focus its expenditure with a greater emphasis on student success and progression as well as access. We have chosen to “move some spend from bursaries and scholarships to infrastructure and activities to support access and student success.” (**OFFA**)

This activity will seek to engage students who come within widening participation and other targeted cohorts. These will include:

- Students in the 16-30 range. The target group is students studying within the East Midlands in sixth forms, colleges of FE including the College’s own students and work- based learners.
- Mature students seek to change careers or re-enter the workforce

Activities will include:

- Open days aimed at the wider local population and for Loughborough College internal FE students.
- Targeted visits by College staff to schools and colleges across Leicestershire and the East Midlands, a particular target being those with low HE participation rates to promote the benefits of HE study
- Targeting our 14 year old Schools Link students who attend College one day per week, with the long-term aim of raising their aspirations to study He with us in the light of the trend for stay at home HE learning
- Mailshots and promotional activity with two to three year lead times for higher education entrants
- The production and promotion of information on the financial help and support on offer to potential HE students

Collaborative Working

The College is highly committed to working collaboratively with a range of partners in support of its Higher Education Strategy and to support the aims of this Access Agreement. This will include:

- Work with the Leicestershire **Reach HE WP Partnership**, of which the College is an active member, to mount HE taster and other such events to promote the long term benefits of HE study. This is the local successor to **Aim Higher**.
- Collaborative work with our validating partners on student progression and other issues

- Work with employers on Higher Apprenticeships using the model of the Space Engineering framework identified by the QAA as good practice
- Work with local voluntary and community groups in the Loughborough area
- Work with local schools and colleges in promoting the benefits of local HE study

Information on financial support available to students

Financial information will be made available to all prospective students considering whether to join courses coming under this agreement. Such information will be guided by the principles of accessibility, transparency and clarity especially regarding offsetting bursaries against outstanding fees.

During induction all students will receive a presentation from the Student Services team which will cover issues associated with student finance.

All information relating to costs and means of support for students will be available on the college website.

Institutional milestones and objectives

Loughborough College has established milestones and objectives in relation to its higher education provision falling under this access agreement. These include:

- Targets for increasing the proportion of students from widening participation cohorts
- Recruitment targets following the ending of the **Student Number Control** in 2015-16
- Retention targets
- Progression targets from Level 3 to HE and from Level 5 to level 6

These targets are discussed in the accompanying tables will be monitored as part of the College's normal business planning processes.

Assessment of Performance

The College has set the following targets:

- To increase internal progression from FE to HE Sport, particularly those with higher level grades (D*D*D), through the offer of academic scholarships. This will particularly target those on full state support.
- To raise achievement with internal Foundation Degree students implementing academic scholarships for progression to internal BSc programmes for students achieving a Part B average of 70% or above.

- To raise achievement through Level 3-HE progression summer schools, for internal and external students in sport
- To implement a scholarship programme for elite athletes and performers, increasing progression from internal College programmes and recruitment from professional body partnerships
- To increase recruitment of mature students onto blended learning programmes of study. This will particularly target those students suffering financial disadvantage in wishing to study at HE level.
- To organise summer schools to promote the benefits of HE with under-represented or disadvantaged groups in Music and Performing Arts
- To raise the proportion of successful foundation degree students progressing to a BA / BSc (Hons) Top Up Degree. This will focus on those who might be disadvantaged from progressing by economic factors

The current strengths in these areas are:

1. Excellent Foundation Degree to Level 6 progression by students which currently stands at 81% of completers. Many of those students are from disadvantaged backgrounds.
2. An excellent start to our blended learning offer, particularly in sport. This mode of study provides opportunities for many students who are prevented by circumstances from accessing full time higher education study.

Areas to be addressed are:

1. The raising of the internal Level 3 to HE progression rate from its current 5% base. A particular focus will be those students who will receive full sate support.
2. The extension of the Academic Tutor role to all curriculum areas, thereby improving levels of student support.
3. The improvement of levels of student support with a view to improving outcomes for disadvantaged groups.

Consultation with the Student Body

Loughborough College has a number of strategies and mechanisms in place for engaging and consulting the student body.

The strategy aims to:

- Ensure that all students are represented on relevant committees at course and whole College level
- Provide opportunities for effective student representation in decision-making processes including on governing boards and committees such as the Academic Board

- Ensure that information is shared with students to promote the enhancement of provision
- Actively engage students in shaping and developing quality assurance and the enhancement of higher education

The student body will therefore be fully represented and actively involved in reviewing and updating this Access Agreement.

Equality and Diversity

The College has a Single Equality Scheme which replaced previous separate policies which addressed this area. This Scheme requires that all policies are subject to an Equality Impact Assessment. The Scheme also contains an action plan. Progress against this is monitored through the annual business cycle and governors and senior managers will be provided with a range of monitoring information.

Monitoring and Evaluation

The institution will undertake annual monitoring and evaluation of this access agreement to confirm compliance and progress towards the achievement of the milestones. This will be reported to **OFFA** in line with its monitoring and reporting requirements.. Responsibility for the monitoring report will rest with the Head of Higher Education. The report will be presented to the College Executive for approval, and following such approval be sent to the Academic Board and to the College Governing Body.

Approval

This Access Agreement was approved by the Board of Governors on April 29, 2014.

Access agreement 2015-16 resource plan (submission 1st May 2014)
(Table 7) Targets and milestones

Institution name: Loughborough College
Institution UKPRN: 10004112

Table 7a - Statistical targets and milestones relating to your applicants, entrants or student body

Number	Please select target type from the drop-down menu	Description (500 characters maximum)	Is this a collaborative target?	Baseline year	Baseline data	Yearly milestones (numeric where possible, however you may use text)					Commentary on your milestones/targets or textual description where numerical description is not appropriate (500 characters maximum)
						2014-15	2015-16	2016-17	2017-18	2018-19	
1	HESA T1a - State School (Young, full-time, first degree entrants)	Increase internal progression from FE to HE Sport, particularly those with higher level grades (D*D*D), through the offer of academic scholarships.	Yes	2013-14 enrolments	5% (13%)	7% (18%)	9% (22%)	12% (25%)	14% (30%)	16% (35%)	Internal progression statistics to be provided from IS Department at application and enrolment stages. Baseline data and milestones relate the % of internal level 3 students progressing to level 4 (% of population at D*DD)
2	HESA T5 - Projected degree (full-time, first degree entrants)	Raise achievement with internal Foundation Degree students implementing academic scholarships for progression to internal BSc programmes for students achieving a Part B average of 70% or above.	No	2012-13 Results	TBC	1.3%	2.5%	3%	3.5%	5%	Exam Board data for 2013-14 academic year not yet available, hence using 2012-13 data. Targets / milestones may be revised when 2013-14 data is available.
3	HESA T1a - State School (Young, full-time, first degree entrants)	Raise achievement through Level 3-HE progression summer schools, for internal and external students in sport	No	2012-13 Results	52%	55%	60%	65%	70%	75%	Exam Board data for 2013-14 academic year not yet available, hence using 2012-13 data. Targets / milestones may be revised when 2013-14 data is available. Milestones relate to 1st attempt pass rates.
4	HESA T2a - (Mature, full-time, all undergraduate entrants)	Increase recruitment of mature students onto blended learning programmes of study	Yes	2013-14 enrolments	20	25	30	35	40	45	
5	HESA T1a - State School (Young, full-time, first degree entrants)	Summer schools to promote the benefits of HE with under-represented or disadvantaged groups in Music and Performing Arts	No	2013-14 enrolments		1 event	2 events				No data yet as these have not been held
6	HESA T5 - Projected degree (full-time, first degree entrants)	To raise the proportion of successful foundation degree students progressing to a BA(Hons) Top Up Degree.	No	2012-13	81%	83%	85%				

Notes

Alongside applicant and entrant targets, we encourage you to provide targets around outreach and student success work (including collaborative work where appropriate) or other initiatives to illustrate your progress towards increasing access, student success and progression. These should be measurable outcomes-based targets and should focus on the number of beneficiaries reached by a particular activity/programme or the number of schools worked with, and what the outcomes were, rather than simply recording the nature/number of activities.

Table 7b - Other milestones and targets.

Number	Please select target type from the drop-down menu	Description (500 characters maximum)	Is this a collaborative target?	Baseline year	Baseline data	Yearly milestones (numeric where possible, however you may use text)					Commentary on your milestones/targets or textual description where numerical description is not appropriate (500 characters maximum)
						2014-15	2015-16	2016-17	2017-18	2018-19	
1	Outreach / WP activity (summer schools)	Raise aspiration through Level 3-HE progression summer schools, for internal and external students	No	2013-14	2 events held		6	8	10	12	
2	Outreach / WP activity (other - please give details in the next column)	Visits to schools and Colleges in the East Midlands to promote the benefits of higher education study	No	2013-14	10 Visits		20	20	20	20	
3	Outreach / WP activity (collaborative - please give details in the next column)	To continue to be an active member of the Leicestershire REACH WP Partnership and to host WP events on its behalf.	Yes	2013-14	1 Event		5	5	5	5	

Optional commentary on milestones.

This box is character-limited to 1000 characters; however, we are happy for you to upload additional 'supporting information' as a separate Word/pdf document.