

# **Loughborough College**

## **Access Agreement 2018-2019**

## **Access Agreement 2018-19 Loughborough College**

### **1. Introduction:**

Loughborough College is a general further education college located in the Borough of Charnwood in Leicestershire and strategically located in the East Midlands with students accessing the college from major populations of Derbyshire, Leicestershire and Nottinghamshire. It shares a large educational campus with Loughborough University and the RNIB College Loughborough.

The college has validating relationships with a number of HEIs and awarding bodies:

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

All of our programmes are directly funded.

### **2. The 2018/19 Agreement:**

This agreement is aligned to the strategic vision and mission of the college and its Higher Education Strategy. The strategy is to continue to grow higher education provision, with a focus on 'applied', 'flexible' professional, technical and vocational higher education. Our aspirations relate directly to the wider priorities of OFFA, building on our strengths in terms of a supportive, inclusive and flexible higher education provision. The agreement offers a whole life cycle approach to student opportunity, and a coherent focused OFFA strategy, that draws on both institutional academic and professional services, as well as working in partnerships with employers, professional bodies, and our validating partners. Additionally we are members of our regional National Collaborative Outreach Programme. Our intention is to remain a socially inclusive higher education provider and from this base, we will seek to continue to grow the number of students studying higher education at Loughborough College, with a clear focus on student inclusion. This mission is aligned to our corporate aspiration to be recognised by students and key stakeholders as the "No1 UK College for Inclusive Higher Education".

### **3. Innovation Activity:**

Due to a realignment of predicted growth figures for 2017/18 onwards and an associated reduction in income and Higher Fee Income, the College will not be able to continue with the 'Student Champions Programme' highlighted in the 2017/18 agreement. The student Champions programme has fixed costs which are not realistically scalable and to continue this programme would deter from other targets that have a broader scope. The current agreement still contains 2 major areas of innovation as well as an extension of our strategic networking and partnerships into the National Collaborative Outreach Programme (NCOP) group:

- 1) The Loughborough College Higher Education – Student Guarantee
- 2) The Loughborough College Higher Education – Passport to Progress

#### 4. Fees:

Loughborough College – Higher Education has seen a reduction in its student numbers due largely to competition from HEIs. We are committed however to increasing and improving our curriculum offer. The 2017/18 resource plan predicted significant growth which appears unrealistic in the current climate. As such, the resource plan has been adjusted for 2018/19 to reflect these issues Table A provides the overview of the negative growth from 2014/15 and the current in year position for 2016/17 as of April 2017.

**Table A: Loughborough College Student Profile:**

Total Student Numbers (minus non-starters)	2014/15	2015/16	2016/17
HE Full Time	717	709	700
HE Part Time	298	432 (172 FTE)	246
HE All	1019	1141	946
HE FTE	796.5 (HEIFES 14)	881 (HEIFES 15)	732 (HEIFES16)

#### 5. Loughborough College Higher Education Fee Policy:

In line with funding policies this institution will be charging an average fee that is above the £6,165 basic fee for full time students. The college fee policy, agreed in 2015, is detailed in this document **"Summary of Course Fee for Loughborough College 2018/19"**.

##### **Fees will fall into the 4 bands detailed below:**

For part-time students, the basic fee of £4,625 will not be exceeded.

Full Time low cost programmes      £5950 - £7395

Full Time high cost programme      £7956 - £9000

Part Time Credit Based                  £1500 per 20 Credits

Exceptions to these standard charges relate to a small number of programmes, where commercial, partnership or resource considerations, academy membership or other requirements mean that we have adjusted the higher level fee. These are detailed in Table 1 of the 'Access agreement 2017-18 Resources Plan' (referred to as Resource Plan in the remainder of the document) and the summary table for 2018/19 below:

**Table B: Summary of Course Fee for Loughborough College 2018/19**

HND	Foundation Degree	BA/BSc Hons
1. HND Travel & Tourism Management – FT: £7395	11. Foundation Degree in Business and Management (Finance) – FT: £7395, PT: £4500	20. BSc (Hons) Applied Sports Science (Management) – FT: £7956, PT: £4500
2. HND Public Services – FT: £7395	12. Foundation Degree in Business and Management	21. BSc (Hons) Applied Sports Science – FT: £7956, PT: £4500

<p>3. HND Sport and Leisure Management – FT: £7395, PT: £4500</p> <p>4. HND Mechanical and Electrical Engineering – FT: £7395, PT: £4500</p> <p>5. HND Computing and Systems – FT: £7395, PT: £4500</p> <p>6. HND Creative Media (Games) – FT: £5950</p> <p>7. HND Performing Arts (Dance) – FT £7,395</p> <p>8. HND Engineering (Civil) – FT £7395</p> <p>9. HND Engineering (Motorsports) – FT £7395</p> <p>10. HND Engineering (Manufacturing) – FT £7395</p>	<p>(Marketing) – FT :£7395 PT : £4500</p> <p>13. Foundation Degree in Events Management – FT: £7395</p> <p>14. Foundation Degree in Hospitality Management – FT: £7395, PT: £4500</p> <p>15. Foundation Degree in Children’s &amp; Young People’s Services – FT £7395. PT: £4500</p> <p>16. Diploma in Education and Training – PT £4000</p> <p>17. Foundation Degree in Space Engineering – FT £7956, PT: £4500</p> <p>18. Foundation Degree in Engineering – FT: £7956, PT: £4500</p> <p>19. Foundation Degree in Creative Music Production – FT: £5950</p>	<p>22. BSc (Hons) Sports Coaching – FT: £7956, PT: £4500</p> <p>23. BSc (Hon) Sports Coaching and Teaching (Futsal) - FT £9000, £4500 PT</p> <p>24. BA (Hons) Leadership and Management – FT: £7395, PT: £4500,</p> <p>25. BA (Hons) Sport Management – FT: £7395, PT: £4500</p> <p>26. BA (Hons) Tourism Management – FT: £7395</p> <p>27. BA (Hons) Public Services Management – FT: £7395</p> <p>28. BA (Hons) Events Management – FT: £7395</p> <p>29. BA (Hons) Hospitality Management – FT: £7395</p> <p>30. BA (Hons) Applied Studies (Music) – FT: £7395</p> <p>31. BSc (Hons) Mechanical <b>or</b> Electrical and Electronic Engineering – FT: £7956, PT: £4500</p> <p>32. BA (Hons) Education Studies – FT£7395 PT: £4500</p> <p>33. BEng Mechanical and/or Electrical Engineering – FT: £7956, PT: £4500</p>
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Based on the resource model, Table 6c in the Resource Plan, the average fee for Loughborough College for 2018/19 is expected to be **£7649** before adjustment for financial support, further details are provided in the section Table 1 in the Resource Plan. 'Higher Education Fees 2018-19'. The college has no Erasmus programmes or sandwich Degree for higher education.

Based on our previous OFFA submissions, the college has committed to an HFI percentage expenditure of between 15.5% and 18% up to 2021/22 as a proportion of the fee income over the basic fee. As indicated, such investment is subject to predicted recruitment and the delivery and validations for planned awards.

## 6. Networks and Outreach:

Loughborough College Higher Education is well placed to deliver access to higher education opportunities, as we are geographically positioned to draw and recruit from both the North and South population centres of the East Midlands. We continue as a college to work individually and in partnership to deliver long term outreach work, promoting access to higher education. To achieve this, we have committed to resource and participate in the

National Collaborative Outreach Programme. A mentoring programme has been commenced that targets in particular those students in scope for NCOP which is aimed at increasing attainment in English and Maths GCSE. This programme will be developed further throughout the course of this agreement. The college has and will continue to host college based higher education advice and guidance events at Loughborough College, as well as offering taster events, advice and guidance for career advisors and teachers. We target other further education colleges, 6<sup>th</sup> forms and schools, who will receive the opportunity to attend for the day, have advice and guidance, experience opportunities and gain a sense of the unique strengths and opportunities that CBHE offers as distinct from a university. As indicated in previous agreements, the college has and will continue to refocus its expenditure on the development of infra-structure and activities to support access and student success in line with OFFA guidance.

## **7. Current performance against targets:**

As indicated in our Access agreement monitoring return 2015/16 (submitted 2017) we are making positive progress on all targets, many of which have met the in-year target and are on course to meet the overall outcome target. The exception to this is the target to "Increase the number of mature students progressing from Level 3 FE to Loughborough College Higher Education". No progress has been made against this target and we are also witnessing a reduction in the number of mature students who are entering Further Education. These are now classed as under-represented and are an area for the College to improve recruitment. Strategies to achieve this are outlined below.

## **8. Outreach Priorities - Targets and Milestones:**

We will seek to engage in both 'outreach' and 'in reach' to the almost 9,000 FE learners at Loughborough College many of whom come within widening participation and other targeted cohorts. As indicated above, the delivery of the strategic outcomes for CBHE outreach and advisory work will form an embedded element of this agreement.

The college seeks to grow through its 'outreach work in Further Education to Higher Education', networking relationships and innovation project, seeking targeted increases in participation from:

- students in the 16-30 age range. The target group is students studying within the East Midlands in sixth forms and colleges of further education.
- Increase progression into the college's higher education provision from internal college level 3 students.
- Increase progression into the college's higher education provision from work-based learners taking level 3 awards.
- Increase mature, part-time distance and blended learning students seeking to change careers or re-enter the workforce.
- Increase the numbers of higher education students enrolled and registered who are declared disabled.
- Increase the numbers of women studying technology (STEM) programmes.
- Increase the numbers of BME students progressing from level 5 to level 6 higher education.

- Increase the numbers of disabled students achieving a merit or distinction award at FD/HND awards.

### **9. Activities to support this will include:**

- Open days aimed at the wider local population and for Loughborough College internal further education students.
- Targeted visits by college staff to schools and colleges across Leicestershire, Derbyshire and Nottinghamshire and the East Midlands Networks, a particular target being those schools with low higher education participation rates to promote the benefits of higher education study.
- Work with the NCOP partnership, of which the college is an active member, to promote higher education taster events.
- Higher Education taster days where potential students (external and internal) can sample and experience study and professional practices in technical and professional Foundation and Degree programmes.
- Increase uptake of students completing the Loughborough College 'Passport Progression Module'.
- Women into technology and STEM events at both the college and outreach in regional schools.
- Higher education employment and progression events, including bespoke higher education advisor support.
- Higher Education Enterprise club.
- Specialised higher education academic advisors.
- Holding visits and open days for local employers to raise profile amongst mature students.

### **10. Work to raise attainment in schools:**

Working independently and in collaboration with NCOP partners, Loughborough College will provide a number of outreach activities in schools to both support progression and raise attainment. Chiefly in terms of attainment our NCOP partnership is providing a mentoring programme for Higher Education students with high level pass at A level in English or maths, will mentor GCSE students in local schools and colleges where agreements have been made. This activity will be aimed at providing 1:1 support for those students in scope for NCOP support but will extend to classroom support for all learners. With the aim to raise attainment and therefore increase the ability of those students to progress to Higher Education.

This programme commenced in 2017 with support being provided to existing Loughborough College GCSE students and will roll out wider during 17/18 & 18/19. Success criteria will be based upon increased pass rates (increased attainment against predicted) amongst NCOP eligible students but will those not in scope will also be monitored for overall success. All students will be assessed at the commencement and on completion of the programme for evaluation purposes which will be completed by NCOP employed staff.

Loughborough College has no immediate plans to directly sponsor a school due to funding restrictions however will continue its work with its own Further Education students, concentrating on access, retention and attainment.

An outcomes based target for raising attainment in schools will be added to the 2019/20 Access agreement.

### **11. Investment in Infrastructure:**

In 2015/16 we signposted a move away from a bursary to funding infra-structure to promote success. We have introduced progression bursaries for internal students and targeted under-represented groups. It will build on the student success investments highlighted in the 2015 agreement, in extended tutoring, specialised tutor support and the 'Academic Tutors' roles for higher education.

We recognise that there is a demand from the student body, whom we consulted over their priorities for the HE student experience at Loughborough College, for the support of the college in developing the skills, attitudes, attributes and practical experience that would enable them to progress successfully into work and/or post graduate professional and technical studies.

### **12. Loughborough College Higher Education - Student Guarantee:**

The Loughborough Higher Education Guarantee represents a commitment by the college to a series of key principles and practices that assure the students experience and provide clarity and transparency in the information provided to students. Furthermore the guarantee provides initiatives designed to promote progression, student success and engagement.

1. Guarantee of free and accessible face-to-face and on-line pre-entry guidance support and preparation for all applicants. (Outreach and progression)
2. Guarantee of access to Free Open Educational Resources at level 3 entitled the 'Loughborough College Passport to Higher Education Module' available to all 'acceptances' and all internal level 3 students. (Outreach, success and progression)
3. Guarantee of access to a Free Open Educational Resources at level 6 entitled the 'Loughborough College – Higher Education Passport to Further Professional and Technical Education and Employment' Module – free to all successful level 6 students and designated successful level 5 progresses (version level 5 progression). (Success and progression).
4. Guarantee of a higher education course offer for all students at application if they are predicted to meet the minimum entry requirements. (Outreach, progression and success)
5. Guaranteed interview and guidance from both academic and careers specialists, with a contextual selection and offer event for mature, part-time and non – traditionally qualified entrants to higher education. (Outreach and success)
6. Guaranteed interview and guidance from both academic and careers specialists, with a contextual selection methodology, and an offer event for disabled, vulnerable and other non-traditional and priority access groups (as indicated by OFFA guide 2014/15 and updated for 2016/17). (Outreach and success)

7. Guaranteed laptop for all students progressing from Loughborough College internally in to Loughborough College Higher Education<sup>1</sup>
8. Guaranteed elite sports scholarships for those student progressing from level 3 and meeting the Elite criteria as outlined in the 2015/16 agreement.
9. Part-time scholarship of £250 for all part-time mature students progressing internally from level 3 and enrolling with Loughborough College Higher Education. (Outreach, progression)
10. Guarantee fixed costs for the whole programme (full, part-time and distance learners)<sup>2</sup>. (Outreach, success and progression)
11. Guarantee of guidance and supported progression into clearly signposted graduate and professional education opportunities (with progression agreements). (Progression and success)
12. Guaranteed support, advice and opportunities for students to engage in developing real world employment skills and/or enterprise and entrepreneurship clubs and societies. (Outreach, Progression and Success)
13. Guaranteed financial support and specialist advice and assessments under a new College Hardship and Disability Support Fund (HDSF). (Progression and success)

### **13. Stable and Transparent Fee Commitments:**

Loughborough College – Higher Education is committed to offering students a stable fee structure for all (FT and PT). As such, rather than raise fees in line with RPI, student fees will be maintained at the level advertised on the year when an individual student enrolls, and signs the Higher Education Student Enrolment Agreement and Contract. This offers financial stability and support to full and part-time students through the College’s decision to waive the right to increase the fee in line with the government inflation figure.

The fee stability guarantee is just one part of the “Loughborough College – Higher Education Guarantee”. The ‘Guarantee’ exemplifies a ‘whole institution and ‘whole lifecycle’ approach”.

### **14. Bursary and Scholarships:**

The college will continue with the scheme of progression scholarships and bursary payments for elite athletes detailed in the 2016/17 agreement. The College will commit £46,500 to full time students and an additional £9,000 for part time students under its progression/achievement scholarship scheme (criteria – see below). In addition, the College will maintain the level of funding for those students in financial hardship or requiring support for disability at £16,000 (HDSF), available to those students who are able to demonstrate need on an emergency basis (hardship) or to ‘top-up’ benefit available

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<sup>1</sup> The proposals have replaced the cash payments, after consultation, we believe this supports student engagement, student success and progression challenges for socially excluded students and targets resources more effectively.

<sup>2</sup> The ‘Programme’ refers to the programme the student enrolls for as their qualification aim i.e. an HNC/HND, FD or a Degree. Where students are withdrawn or chose to withdraw, and then return, the fee applicable at the time of return will be the new fee as advertised. For students ‘pausing or intercalating’ the fee guarantee remains.

via DSA where deemed necessary and equitable. This supported may include additional 1:1 support from academic an academic tutor.

The College has a number of strategic partners whose students will be eligible for a scholarship of up to £1,000 per year. An example is The International Futsal Academy (<http://internationalfutsalacademy.com/>) who are committed to a wider partnership and will act for the college through its network promoting access and inclusion of underrepresented groups as identified in our OFFA agreement.<sup>3</sup>

**Promoting progression:** Whilst overall student numbers have declined slightly across the higher education provision of the college, internal student progression into higher education has increased. We had a target of 8% for 2016/17. We believe we have achieved this target due in part to the scholarships in place promoting progression.

We will continue with one key and legitimate focus from the 2016/17 agreement will be the (in effect) outreach work (internally) to inform and inspire our learners about the opportunities available to them at Loughborough College Higher Education. As indicated in the Loughborough College Higher Education Guarantee the following applies:

1. Achievement scholarships for students progressing from Loughborough College internally in to Loughborough College Higher Education between £250 or £500, and a further £250 or £500 at the end of the academic year for successful completion of each stage with pass and progress profile. (Outreach, progression and achievement)
2. Provision of an elite sports scholarships for those students progressing from level 3 onto level 4 or topping up to a full degree and meeting the Elite and/or Futsal Academy criteria. Full and part-time undergraduate students applying for elite sport scholarships as above 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
3. PT scholarship of £250 for all part-time mature students enrolling with Loughborough College Higher Education who studied at level 3 with the College (Outreach, progression)
4. We noted in the 2016/17 agreement that despite the generous nature of the National Scholarship Programme awards we are moving away from the previous fee remission policy as this has consistently failed to attract interest and applications. As indicated, instead we will offer a number of £1000 annual progression and achievement scholarships to students progressing from our level 3 programmes. To continue to qualify whilst on their HE programme, students must pass all assessment (with a progression recommendation from the assessment board) at the end of the stage they were registered in, and subsequent stages

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<sup>3</sup> International Futsal Academy Ltd, 11 Leicester Road, Narborough, Leicester, LE19 2HL  
<http://internationalfutsalacademy.com/>

through their programme of study. Additionally 3 scholarships will be ring fenced for students who are care leavers.

### **15. Information on financial support available to students**

The following information will be 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.

### **16. Financial Support evaluation**

As reported in our Access agreement monitoring return, the uptake of the scholarship programme has been lower than expected in previous years. The College is undertaking a series of events to further promote these and expect to be in a position to fully evaluate the effectiveness of this form of support in the next monitoring return. For the students that we do have on the programme however, 74% were eligible for the second instalment (passing at first attempt) compared to a College average of 67% indicating a measure of success.

Loughborough College continues to enjoy strong recruitment of elite athletes. This is not necessarily directly because of the scholarship programme, it is however, part of the elite sport offer, which proves successful and allows students from this background access to programmes of study that may otherwise not be affordable due to their training commitments.

### **17. Loughborough College Higher Education expenditure on access and progression measures:**

The institution will direct additional revenue to support access measures in the following ways:

- Through scholarships and bursary payments to students in sport, mature students and internally progressing level 3 students as outlined above.
- Through outreach activities, involving road shows, transport, and promotional materials, NCOP.
- Through funding to provide additional support for Academic Tutors to support student success and progression.
- Through a series of college-based and college-led Higher Education progression events.
- Through the development of the Loughborough College Progression into Higher Education Passport Module.

- Through the appointment to the student services team of a full-time post to support the progression development needs of HE students into work or further post graduate professional programmes.
- Through the validation and delivery of a new, professionally/vocationally orientated Foundation Degree programmes, with substantially supported placements and progression routes into work or post graduate professional education

Expenditure and ratios are detailed in the attached resource plan – however in summary:

**Higher Fee Income 2018/19 (Subject to recruitment and validations):**

<b>Academic Year 2018/19:</b>	<b>Full Time:</b>	<b>£814,350</b>
<b>Access Expenditure:</b>		<b>£30,000</b>
<b>Offa Accountable expenditure</b>		<b>£13,000</b>
<b>Student Success expenditure:</b>		<b>£63,000</b>
<b>Offa Accountable expenditure:</b>		<b>£55,000</b>
<b>Progression expenditure:</b>		<b>£55,000</b>
<b>Offa Accountable expenditure:</b>		<b>£26,500</b>
<b>Financial Support</b>		
<b>Offa Accountable expenditure:</b>		<b>£77,000</b>
<b>Total OFFA -countable expenditure:</b>		<b>£171,500</b>

Total Expenditure as a % of HFI: 21.1 %

This represents (as indicated earlier) a shift towards promoting student success and progression into HE for mature, part-time and internally progressing students, as well as newly targeted. Student success has become a priority for the college following what is (and is predicted to continue to be) a shift in the profile of students entering into College based Higher Education. Evidence available to the College suggests that there has been a shift amongst many HEIs amounting to a lowering of entry criteria (high tariff to medium, medium tariff to low), as a result of this the students that we are currently attracting are typically at the lower end of low tariff requirements and the college therefore needs to ensure that support is available to ensure that we deliver successful outcomes for our students. For this reason, the college is prioritising student success initiatives in this agreement. The Academic tutor programme, extended specialised tutoring, student success and achievement scholarships, provision of lap-tops and engagement with enterprise, employability and entrepreneurship initiatives are examples of how the college will deliver this.

As indicated in our Access monitoring return, positive progress is being made against all targets other than that to increase the number of mature students progressing from L3 to Higher Education. The scholarship to support Mature students is therefore being maintained for a further cycle and is promoted widely.

A large reduction in fee income against previous predictions has resulted in a large reduction in expenditure on access activity. Funding available in the first year from our NCOP partnership equates to approximately 25% of that which may have been received by the institution from direct funding through the Student Opportunity fund. Loughborough

College is therefore largely reliant on the activities of the NCOP group as a whole to continue these activities and is playing an active role to ensure that this work is maintained.

### **18. Institutional milestones and objectives**

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

- Students in the 16-30 age ranges. The target group is students studying within the East Midlands in sixth forms and colleges of FE through our NCOP partnerships with targeted interventions for priority groups, including white working class males.
- Increased progression into the college HE provision from internally progressing students.
- Increased progression into the college HE Provision from work-based learners taking level 3 awards.
- Increased mature, part-time/distance and blended learning students seek to change careers or re-enter the workforce.
- Increased the numbers of HE students enrolled and registered/declared disabled at the time of registration and enrolment.
- Increased the numbers of women studying technology (STEM) programmes.
- In 2017/18 we added targets in line with OFFA priorities, including BME participation and achievement. This will be supported by our on-going investment in HE Academic Tutors, and lever 3 achievement scholarships for FT and PT students. We will work collaboratively with our partners in NCOP to support targeted activities in schools.

### **19. Employment and Progression:**

- We have committed resources to develop HE Progression into Employment and Post Graduate Professional education with the appointment of a full time HE Employment and Careers coordinator.
- The college continues to invest in the provision of e-skills portfolio for all HE students rolled out from 2016/17.
- The development of the opportunity to participate in the Young Entrepreneurs scheme and competition.

### **20. Consultation with the Student Body**

Loughborough College has a number of strategies and mechanisms in place for engaging and consulting the student body. Student representatives are members of the Academic Board and are part of the senior committee structures as well as programme and other academic governance arrangements. As discussed, we have held focus groups with level 3 students, and have used these inputs to influence the principles and actions/outcomes outlined within this agreement. Additionally, we hold regular HE student focus groups, and this year, held a College Student Symposium on the future priorities for students studying HE at the college. All of these have inputted into the formulation of the Loughborough

College Higher Education Students Guarantee. These are clear examples of how the student experience, and student voice, has been at the centre of this.

### **21. Equality and Diversity:**

The college has a Single Equality Scheme requires that all policies are subject to an Equality Impact Assessment. The College has an equality and diversity action plan and progress against this is monitored through the executive and governing body. The College has also appointed an Equality and Diversity Manager.

### **22. Fees and Financial Support:**

We are committed to sharing timely information to UCAS and SLC regarding fees and financial support. We will continue to work closely with UCAS and the Student Loan Company (SLC) and will provide robust data and the information needed to meet their requirements. We will supply course information to these agencies, meet attendance confirmation deadlines with the SLC in order to activate loans for students and will meet the moratorium date to release fee payment to the University. We will also fulfil our obligation to confirm changes in student circumstances.

### **23. Monitoring and Evaluation**

- The college has committed resources as part of business planning to resource evaluation work that addresses the efficacy of the interventions we have planned. This will enable the college to develop its evidence based-approach to its OFFA responsibilities.
- The college has become a member of EMRWP who gather and evaluate the regional interventions against OFFA-targeted priorities, and will assist the college in assessing how effective the college is over a period of time
- The college is holding an Annual Higher Education Teaching and Learning Conference exploring best practice in developing employment, professional and graduate skills and HE Progression

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 Academic Board and the College Executive for approval, and following such approval be sent to the college Governing Body for scrutiny.

### **24. Approval:**

This agreement was given final approval on the **26<sup>th</sup> April 2017**, by the Chief Executive and the Executive Team.

**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

Reference number	Stage of the lifecycle (drop-down menu)	Main target type (drop-down menu)	Target type (drop-down menu)	Description (500 characters maximum)	Is this a collaborative target? (drop-down menu)	Baseline year (drop-down menu)	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)
								2017-18	2018-19	2019-20	2020-21	2021-22	
T16a_01	Access	State school	HESA T1b - State School (Young, full-time, undergraduate 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%)	12% (25%)	14% (30%)	16% (35%)	16%	18%	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)
T16a_02	Student success	Socio-economic	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	2013-14	1.8	3%	3.5%	5%	5%	6%	10% of 13/14 FD graduates achieved a distinction of those 10% - 17% progressed with distinction, this is 1.8% of the overall population.
T16a_03	Other/Multiple stages	State school	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%	65%	70%	75%	75%	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.
T16a_04	Access	Socio-economic	Other statistic - Other (please give details in the next column)	Implement a scholarship programme for elite athletes and performers, increasing progression from internal College programmes and recruitment from professional body partnerships	Yes	2013-14 enrolments	5%	8%	9%	10%	10%	10%	Internal progression statistics to be provided from IS Department at application and enrolment stages
T16a_05	Access	State school	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%	86	87	90	90	92%	
T16a_06	Access	Mature	HESA T2b - Low participation neighbourhoods (POLAR3) (Mature, part-time entrants)	Increase the number of PT/DL and Blended Mature students, based on more accurate data, and replaces the target from the 15/16, and has more stretch.	No	2013-14	22%	35%	40%	46%	46%	46%	We have used PT mature as a proxy for PT and DL growth, we do have a minority of students on HNC who are PT and work based (7.4%).
T16a_07	Student success	Disabled	Other statistic - Disabled (please give details in the next column)	Increase the numbers of disabled students achieving a merit award at FD/HND awards	No	2014-15	8%	10%	12%	13%	14%	15%	Internal data shows for 14/15 that 2 (8%) of the 25 level 5 students, who declared a disability achieved a Merit or Distinction.
T16a_08	Progression	Ethnicity	Other statistic - Ethnicity (please give details in the next column)	Increase the numbers of BME students progressing from level 5 to level 6 HE studying HE at Loughborough College.	No	2014-15	18%	22%	23%	25%	27%	30%	Around 30% of all students complete level 5. Whilst the total population of BME students drops to 18% for Level 6 top up degree,
T16a_09	Access	Gender	Other statistic - Gender (please give details in the next column)	Promote and increase at Loughborough College the numbers of women taking technology programmes at HE levels from the current baseline	Yes	2014-15	1	30	35	45	45	45	The figures represent actual numbers taking a FT or PT programme including HND/D, FD and Degree top up.
T16a_10	Other/Multiple stages	State school	HESA T1a - State School (Young, full-time, first degree entrants)	Increase the numbers of students progressing from Level 3 FE into Loughborough College Higher Education	No	2013-14	2	15%	22%	25%	25%	28%	This target is in effect one element of the overall target in our agreement to grow internal progression from the low level of sub 8% in 13/14.
T16a_11	Other/Multiple stages	Mature	HESA T2a - (Mature, full-time, first degree entrants)	Increase the number of mature students progressing from Level 3 FE to Loughborough College Higher Education	No	2013-14	5.5%	10%	12%	13%	14%	15%	This target is in effect one element of the overall target in our agreement to grow internal progression from the low level of sub 8% in 13/14.

**Table 7b** - Other milestones and targets.

Reference Number	Select stage of the lifecycle	Main target type (drop-down menu)	Target type (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)
								2017-18	2018-19	2019-20	2020-21	2021-22	
T16b_01	Access	State school	Outreach / WP activity (other - please give details in the next column)	Deliver HE Taster days where potential students (external and internal) can sample and experience study and professional practices in technical and professional Foundation and Degree programmes	No	2013-14	0	4	4	4	4	4	This target replaces the more narrow 2015/16 target focused on Music and Performing Arts, they will remain participants in the wider cross college scheme.
T16b_02	Access	State school	Outreach / WP activity (collaborative - please give details in the next column)	Deliver and participate in College Based HE progression targeted activities at 6th Forms Colleges and School leavers.	Yes	2014-15	1	5	5	6	6	6	In planning these, we recognise that the targets might be adjusted as the HEFCE funding for the networks ends in 2 years. Loughborough College intends to continue its activity with schools despite the ending of NNCO programs and funding being diverted elsewhere.

**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.