

Partnership Provision Terms & Conditions

1. **AGREEMENT:** By accepting an offer of a place to study on your course, you are entering into an agreement with **Cambridge School of Visual & Performing Arts ("CSVPA")** and **Falmouth University** ("the University"). Your offer letter, these standard terms and conditions and the documents referred to herein constitute your agreement with CSVPA and the University.
 - 1.1 CSVPA is a private provider of education delivered within the UK frameworks for further and higher education qualifications.
 - 1.2 The University is a UK higher education institution with the power to award degrees, diplomas, certificates and other academic distinctions up to the level of taught Master's in accordance with its Articles of Government.
 - 1.3 Further to your acceptance of the offer outlined in (1), you will be asked to enroll and register as a student of CSVPA. Upon enrolment you will be asked to accept the regulations, policies, and procedures of CSVPA, which can be accessed [here](#). In particular, your attention is drawn to:
 - i. CSVPA Student Behaviour and Conduct Policy
 - ii. CSVPA Attendance Policy
 - iii. CSVPA Student Complaints Policy
 - iv. Terms & Conditions pertaining to cancellations and refunds
 - 1.4 The University is the recognised awarding body for your degree course. This means that the credit you accumulate on your course is awarded by Falmouth University, and, that, subject to the successful completion of your course, you will graduate with a Falmouth University degree.
 - 1.5 By enrolling with CSVPA, you also agree to accept Falmouth University's Academic Regulations. This is an important document, which sets out the rules that govern your academic progression, retrieval opportunities, and degree classification. The Academic Regulations can be accessed here: (www.falmouth.ac.uk/studentregulations).
 - 1.6 If you believe that there has been a material error or irregularity in the assessment process, you should lodge an appeal with Falmouth University. The University's Appeals Policy and Procedure can be accessed here: (www.falmouth.ac.uk/studentregulations)
 - 1.7 In addition, your attention is drawn to the following University policies and procedures:
 - i. Academic Integrity Policy and Procedure
 - ii. Extenuating Circumstances Policy

You should be aware that, whilst you will be subject to the above University policies for the purposes of academic progression, any procedural action may be administered by CSVPA staff in equivalent and/or similar roles to those outlined in the University's procedures; where procedural action is required, CSVPA staff will work in accordance with the above University policy.

- 1.8 Policies and regulations are updated and reproduced annually, and may be subject to modifications during the academic year. You will be notified of any changes by email to your CSVPA email account.
2. **OFFER CONDITIONS:** Where places are conditional according to the terms in your offer letter, CSVPA reserves the right to withdraw the offer of a place in the event that you fail to meet these conditions.
3. **DATA PROTECTION AND DISCLOSURE OF PERSONAL INFORMATION:** The application procedure, registration and enrolment, and your academic progress will provide CSVPA with a range of information about you. CSVPA will use this to support you on your student journey and for the administration and management of CSVPA, including statistical analysis. Some information may be shared between CSVPA and the University, including, but not limited to, the following:
- i. your assessment marks and progression status for the purposes of confirming academic progression at Assessment Boards and issuing degree certificates;
 - ii. your enrolment and registration status at CSVPA, such that the University can complete its statutory returns;
 - iii. information that may be relevant to the investigation and/or review process if you lodge an appeal against the outcome of an Assessment Board, or if you make a complaint about academic standards on your course.
- 3.1 Further, some of this information may be disclosed outside of CSVPA and the University, either at your request or in your interest, including, but not limited to, the following:
- i. data that is necessary for completing statutory returns to funding bodies, such as the Higher Education Funding Council for England (HEFCE);
 - ii. data that enables provision of specific needs support (if required), where the service is provided by a third party.
- 3.2 Both CSVPA and the University undertake to ensure that your data are managed in accordance with relevant Data Protection legislation and that any “sensitive data” are treated confidentially and in accordance with the Data Protection Act 2004.
- 3.3 Further information concerning data protection can be found on CSVPA’s Privacy Policy.
4. **TUITION FEES:** Your acceptance and tuition fees do not cover any fees and costs associated with the following:
- i. Re-sits/re-takes of modules and/or assessments
 - ii. Graduation costs
 - iii. National Union of Students card (NUS card)

- 4.2 Details of any additional costs associated with your studies, such as field trips and specialist resources are detailed on the website: www.csvpa.com
- 5. **PARTNERSHIP CONTRACT:** The partnership agreement between CSVPA and the University is due for review and renewal by September 2020. In the event of non-renewal, the University and CSVPA commit to ensuring that all currently enrolled students are given the opportunity to complete their degree course or equivalent qualification.
- 5.1 You will be notified, in writing, at the earliest opportunity of any material changes to the partnership agreement between CSVPA and the University, which affect and/or impact upon your studies.