UWS UNIVERSITY OF THE
WEST *of* SCOTLAND

STUDENT SUCCESS POLICY STATEMENT

Aim

This Policy Statement sets out the approach to how the staff and students of the University of the West of Scotland will work in partnership to build an excellent student experience and enhance opportunities for students to achieve success. This Policy Statement sets out the broad principles by which this will operate and should be read along with the related guidelines, procedures and protocols referred to below. This Policy Statement represents the UWS truth that 'we are here for our students' and underpins one of our key corporate strategy objectives to ensure student success. The Corporate Strategy Enabling Plans support its implementation.

Scope

This Policy Statement applies to all students (undergraduate, taught postgraduate and research programmes) and to professional and academic staff who provide advice and support to students on these matters.

Principles

Student success is an institutional-wide commitment. The University is committed to:-

- Working in partnership with students to enhance learning and teaching;
- Providing clear, inclusive and accessible ways for our students to learn;
- Providing all students with a chance to succeed and to do this we will ensure we have in place support and services for all of our students to have the opportunity to achieve success in their respective programmes;
- Equipping our graduates with work ready skills, knowledge and attributes that contribute to local, national and global economies (Universal, work-ready and successful); and
- Ensuring fair, safe and consistent treatment for all students.

As part of our commitment, the University will:-

- provide transparency, fairness and consistency in our **admissions processes** and practices and ensure that a quality service is given to all applicants;
- allocate a **personal tutor** to every student who will guide, support and challenge students during their learning journey;
- facilitate access to information resources that provide content for our programmes of study that reflects current pedagogy, research and knowledge transfer activities and internationalisation
- commit to **recognition of prior learning** and have in place a clear and efficient procedure whereby such learning can be recognised either for entry to a programme of study or where the learning is at the appropriate level for credit towards a specific programme of study;
- commit to ensuring that students are given the opportunity to engage in **work placement**, **apprenticeship, work-related** , **industrial engagement and placement** assessed and credit rated as part of their qualification, and that arrangements to support to support and recognise such learning are in place;
- ensure procedures are in place, to encourage supportive monitoring of **student engagement** and make sure it is clear to students what is expected of them during their time with us. The University will monitor and manage engagement within a supportive and pastoral environment to assist students in managing their welfare and academic progression;
- provide a learning environment that encourages the active participation of all students;

- provide and improve opportunities for **student representation** and participation in appropriate university committees;
- facilitate **authorised interruption to study** for temporary absence from studies;
- provide support for **students with parental responsibilities** and facilitating return to study;
- Provide a process to ensure that cases involving professional issues which affect competence, conduct and **fitness to practise** are dealt with fairly and transparently;
- Ensure there is a fair and transparent **disciplinary procedure** for dealing with student misconduct
- to provide clear guidance on how to contact academic staff and professional support services and to signpost to relevant information in a timely manner;
- communicate with students in plain English and in a timely manner;

For the University to be able to meet this commitment, students are expected to:-

- take responsibility for their own learning and make effective use of the support and guidance opportunities and services available to them across the University*;*
- abide by the principles of good academic practice (*referencing guidelines*; *ethics awareness*, *avoiding plagiarism* etc)
- engage with their allocated personal tutor and other support frameworks to highlight issues affecting progress, academic performance or wellbeing;
- familiarise themselves with the Regulatory Framework, in particular the Assessment Regulations;
- maintain a high standard of personal conduct in their relations with staff, other students and visitors to the university;
- to meet the attendance and engagements expectations for all components of their programme of study.

Responsibilities

The endorsement and upholding of the principles of this Policy Statement are the responsibility of Senate. The **Vice Principal (Academic)** and the **Chief Operating Officer** are Executive Leads for the activities within the University which fall under this Policy Statement.

Approval

This Policy Statement was approved by Senate on 6th June 2018.

Monitoring and Review

This Policy Statement will be reviewed as needed due to changes in legislation, standards or sector good practice or where a reorganisation changes ownership, responsibility or accountability. All related Guidelines, Procedures and Protocols will be reviewed annually in line with the University's Annual Compliance Monitoring Statement.

Equality Impact Assessment

A full Equality Impact Assessment was carried out on 30th May 2018.

Related Guidelines, Procedures and Protocols
Academic Engagement and Attendance Procedure
Admissions Procedure
Appeals Procedure
Authorised Interruption Procedure
Conduct, Competence and Fitness to Practise Procedure
Criminal Convictions Statement

Extenuating Circumstances Procedure
Plagiarism procedure
Procedure for Student Discipline
Referencing Statement
Recognition of Prior Learning (RPL) Handbook
Students with Parental Responsibilities Procedure
Personal Tutor guidance
Procedures for Supporting Students in Distress
Workbased Learning Procedure

Code of Discipline
Regulatory Framework
UWS Graduate Attributes
UWS Code of Ethics
Guidelines for Ethical Practice in Research & Scholarship
Student Programme Handbook

Procedure Author – Bre Edwards	Procedure Owner – Bre Edwards
Parent Policy Statement - Student Life	Public Access or Staff Only Access - Public
Version 1 – 6th June 2018	Changes and Reason for Changes – New Policy