

Collaborative Education Services (International) Policy

1. STRATEGIC PLAN THEME AND COMPLIANCE OBLIGATION SUPPORTED

Strategic Plan Theme: [Global Positioning](#)

2. PURPOSE

Ensure that Curtin's offshore operations delivered with a collaborator are established and maintained in accordance with Curtin's commitment to delivering high quality courses to all students in all locations. To do this requires careful management of transnational partnerships. Adherence to the *Collaborative Education Services (International) Policy and Procedures* affirms our commitment to ensuring quality and standards with regards to our transnational teaching arrangements.

3. POLICY STATEMENT

- 3.1 Pro Vice-Chancellors and Heads of Schools will ensure that regardless of delivery location, all courses and units will include essential elements that ensure comparability to those provided at other Curtin locations, and will also meet the requirements for approval and review, as specified in this policy and procedures.
- 3.2 Curtin academic policies and procedures are applicable across all offshore locations.
- 3.3 The Deputy Vice-Chancellor Global (or nominee) will coordinate the approval of contracts for all international collaborative partnerships. The Deputy Vice-Chancellor Global (or nominee) will also lead formal negotiations. The exception to this would be in the case of international partnerships which include Higher Degree by Research programs, where the Deputy Vice-Chancellor Research (or nominee) and the Deputy Vice-Chancellor Academic (or nominee) would co-lead the negotiations, as well as co-lead the coordination for approval of such contracts.
- 3.4 The Deputy Vice-Chancellor Global (or nominee) will assess international collaborative proposals in accordance with this policy and procedure. New international collaborative partnerships and courses proposed for introduction at existing collaborative partnerships will need to be approved prior to commencement.
- 3.5 The Deputy Vice-Chancellor Global (or nominee) will lead the coordination and administration of offshore courses delivery with the assistance of relevant Faculty staff, and they will work together to ensure delivery of collaborative education services.
- 3.6 All collaborative education partnerships will be reviewed annually in accordance with this policy and procedure.
- 3.7 A regular cycle of reviews of offshore locations, including global campuses will also be undertaken consistent with the [School Review Policy](#) and [Area Review Policy](#) to ensure continued alignment of the campuses and locations to achieve outcomes set out in the [University's strategic plan and enabling plans](#).
- 3.8 Outcomes of quality enhancement and assurance processes will be used to inform actions to improve quality of Transnational Education (TNE) services.

4. RESPONSIBILITY FOR IMPLEMENTATION, COMPLIANCE MONITORING, MEASURING AND CONTINUAL IMPROVEMENT

These management positions are responsible for implementation and compliance monitoring of the policy in their work areas:

- Director, Transnational Education and Partnerships
- Director, Global Curtin

- 4.1 The Director, Transnational Education and Partnerships will monitor and report annually to International Committee on the conduct, outcomes and actions arising from annual reviews of international collaborative partnerships. Quarterly updates on the aforementioned actions arising from the annual reviews will also be submitted to International Committee.

5. SCOPE OF POLICY

This policy applies to all staff.

The following education services are excluded from the provisions of this policy:

- (a) Distance, online and mixed mode education services delivered without a collaborator;
- (b) Regional (Australia) contracting, where Curtin courses are delivered through a collaborator on behalf of Curtin.
- (c) Articulation arrangements involving students who are not Curtin-enrolled students and are covered by the 'Process for establishing international articulation (Credit Transfer) agreements'.
- (d) Joint doctoral programs, Open University Australia programs and consultancy agreements.
- (e) Collaborative (joint) award programs offered solely within Australia with another Australian educational institution, where the award is issued in joint names (refer to Collaborative Awards Procedures).

6. DEFINITIONS

(Note: Commonly defined terms are located in the [Curtin Common Definitions](#). Any defined terms below are specific to this document)

Articulation Arrangements

An awarding institution reviews the provision of another organisation and deems that the curriculum is of an adequate standard for the award of specific credit learning to direct entry into year two, three or four of the specified program at the awarding institution. This enables students to progress from a completed qualification to another with admission and/or credit in a defined pathway.

Collaborative Education Services (International)

Means education programs and services (including teaching, supervision, examinations, professional development, training, moderation, educational support services, and library) provided to international students or collaborators overseas.

Collaboration

Cooperative arrangement in which two or more parties (which may or may not have any previous relationship) work jointly towards a common goal.

Collaborator/Partner

Someone who works with another person or group or individual who joins with other individuals (partners) in an arrangement (partnership) where gains and losses, risks and rewards are shared among the partners and with which Curtin engages in the delivery of education services.

Campuses

Curtin's campuses are on an area of land that contains the main buildings of a university or college, and can be of an educational institution established in a country outside of the institution's initial founding location.

Mixed Mode

Refers to the provision of education services in part by distance or online education and in part by face-to-face teaching.

Offshore

A location or base outside of Curtin's campuses in Australia.

Quality Assurance

Means the review and improvement of processes and outcomes to ensure a high level of quality is maintained.

Transnational Education (TNE)

All types of higher education study programs, or sets of courses of study, or educational services in which the learners are located in a different country from the one where the awarding institution is based" (UNESCO/Council of Europe, 2001 p.1). This definition includes non-collaborative arrangements such as branch campuses or corporate or international institutions, where degree courses, study, or other educational services are provided directly by an awarding institution.

7. SUPPORTING PROCEDURES

[Collaborative Education Services \(International\) Procedures](#)

8. RELATED DOCUMENTS/LINKS

[Curtin International's Planning, Policies and Procedures webpage](#), including supporting processes and forms

[Course Approval and Quality Manual](#)

[School Review Policy](#)

[Area Review Policy](#)

[Contracts and Agreements Register](#)

[Strategic Plan 2017–2020](#)

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Approval Authority	Academic Board
Review Date	1 st April 2025

REVISION HISTORY *(Previous versions of this document are available from Compliance Services)*

Version	Approved/ Amended/ Rescinded	Date	Committee / Board / Executive Manager	Approval / Resolution Number	Key Changes and Notes
	Amended	27/11/2015	Academic Board	AB 208/15	Attachment A to Item 16.2 (the actual Policy and Procedures were rescinded at the same meeting)
	Administratively Updated	18/01/2017	Director, Legal and Compliance Services		Review date updated
	Approved	26/07/2019	Academic Board	AB 152/19	-