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| **Exit Strategy Plan template**  (The template provides a minimum requirement. Additional steps may be added to reflect the needs of the partnership. The Plan should be agreed at the face-to-face meeting following formal notification of closure. The final version will be shared between partners and updated by the EP/ GPU  Account Manager as and when dates of completion are met. The final version will be kept by EP/ GPU and the main link at the partner institution.) | | | | | | | |
|  | | | **By whom** | | | **Dates** | |
| **Steps to partnership closure** | | | **Partner** | | **DMU** | **When** | **Date of Completion** |
| **1** | Decision to dissolve partnership made | |  | |  |  |  |
| **2** | Key partnership contacts agreed | |  | |  |  |  |
| **3** | Request for Strategic Approval for Exit | |  | |  |  |  |
| **4** | Discussions held by Head of EP or GPU/Dean/Head of HE at partner to confirm the process | |  | |  |  |  |
| **5** | Formal Notification sent to partner | |  | |  |  |  |
| **6** | Effective date at which contract and partnership ends | |  | | | | |
| **7** | Confirmation of final recruitment point (date) | |  | | | | |
| **8** | Confirmation that all internal and external stakeholders are notified and internal marketing comms amended | |  |  | |  |  |
| **9** | Mutual agreement to co-operate to ensure all applicants are advised of the ending of the partnership and all alternative options available including progression routes | |  |  | |  |  |
| **10** | Agreement to notify students of the decision in writing | |  |  | |  |  |
| **11** | Articulate a commitment to provide all enrolled students with every opportunity to complete the award as validated | |  |  | |  |  |
| **12** | Confirm agreement by the partner institution to maintain appropriate academic standards for students remaining on course until the maximum registration date | |  |  | |  |  |
| **13** | Establish a commitment by the University to share intellectual property rights where the partner institution wishes to validate existing University provision with a new awarding higher education institution. | |  |  | |  |  |
| **15** | **Students remaining on the programme** | | | | | | |
| A | How many students will remain on each year of each award/programme after the exit has been confirmed?  (provide a breakdown per year, indicating maximum registration date) |  | | | | | |
| B | What is the final date by which ALL students are expected to complete their programme of study? |  | | | | | |
|  | | **Partner** | | **DMU** | | **When** | **Date of Completion** |
| C | Agree on the accuracy of a separate, confidential list of names of all affected students, their re-sit opportunities and maximum registration date. |  | |  | |  |  |
| D | Will these students have tutorials/one to ones regarding the dissolution of the partnership? |  | |  | |  |  |
| E | How will the programme team protect the students’ interests? |  | |  | |  |  |
| **16** | **Annual Review** | | | | | | |
|  | | **Partner** | | **DMU** | | **When** | **Date of completion** |
|  | Provide details of the resources required to support the students until they complete their studies  Include:   * Teaching & specialist staff (technicians etc.) * Physical resources e.g. laboratory facilities, specialist teaching spaces * External examiners * External subject advisors * Academic Link Tutors * Placement Activities   These should be articulated for each year that the students remain until the exit process is complete |  | |  | |  |  |