

## Higher Education Contracts

### Variation to Higher Education contracts

Variations to contracts will be by written notification from the University, of the intention to vary the contract, giving full reasons for the variation and the impact this may have on delivery of the programme.

The content and the impact will be discussed with NOMS Probation Learning and Development and any difficulties identified and addressed. Following agreement regarding the variation the University will submit in writing a request for the variation with the amendment set out under the heading 'Variation to the Agreement'.

This document will be signed and copies retained by both NOMS and the University.

### Contract compliance meetings

The contracted University will play an active role in working with regional and national structures for the Degree and Graduate Programmes to ensure the smooth running of these programmes. The contractor shall attend regular contract monitoring and other review meetings to facilitate the day to day management and planning of the programme, report progress and agree actions. The contractor will contribute to and, where required, participate in national meetings designed to ensure contract compliance and national development work.

The contractor will participate fully in the quality assurance arrangements and with the Probation Qualifications Assurance Board. The contractor will also ensure the availability of both staff and relevant information to support any inspection. On request the following will be supplied:

- information on attendance and/or participation of the learner on the Degree/Graduate Diploma programme
- information on learner's progress and performance and adherence to course timetables and activities.
- contributions towards Area or regional performance issues and reviews
- quality review reports, when required
- on site/paper based programme inspection as directed by the programme Board

The contractor will not make any alterations to the method of agreed delivery of the programme without first requesting this change through the Probation Qualifications Assurance Board.