

ADDITIONAL STUDENT TERMS AND CONDITIONS

1. INTRODUCTION

- 1.1 University College London (**UCL**) and The University of Manchester (**UoM**) by an agreement dated 23 August 2018 (the **Agreement**) have agreed to provide a programme for appropriate students to work towards a degree of MSc/PGDip/PGCert in Health Informatics awarded jointly by UCL and UoM (the **Awarded Degree**).
- 1.2 The student (the **Student**) has applied to study for the Awarded Degree.
- 1.3 UCL and UoM (the **Academic Parties**) have agreed to accept the Student onto the programme in order to study for the Awarded Degree, on the terms and conditions set out herein.
- 1.4 The Student and the Academic Parties are hereinafter referred to as the **Parties**.

2. ADMINISTRATION

- 2.1 UCL is the administrative lead institution (the **Lead Institution**) for the programme leading to the Awarded Degree.
- 2.2 If, and to the extent that the Academic Parties agree to be jointly responsible for an aspect of the Awarded Degree, the Academic Parties shall agree joint procedures which apply to the Awarded Degree (the **Joint Procedures**). Joint Procedures will be published by the Academic Parties and notified to the Student.
- 2.3 Each module is delivered over eight to nine weeks using blended learning through the UCL virtual learning environment. Students shall attend the premises of the Academic Party leading a module for a period of three days, normally in week four or five, in accordance with the following timetable (as may be amended by the Academic Parties from time to time and notified to Students):

Module title	Compulsory* (C) or optional (O)	Leading institution
Essentials of Informatics for Healthcare Systems	C	UCL
Learning Health Systems	O	UCL
Patient Safety and Clinical Risk	O	UCL
Standards and Interoperability	C	UoM
Modern Information Engineering	O	UoM
Citizen-driven Informatics	O	UCL
Health Information Systems and Technologies	C	UoM
Usable Systems Design	O	UoM
Decision Support Systems	O	UoM
Principles of Health Data Analytics	C	UCL
Digital Transformation Project	O	UCL or UoM, as agreed between the Academic Parties and the Student
Dissertation in Health Informatics (MSc only)	C	UCL or UoM, as agreed between the Academic Parties and the Student

*Students registered on the Postgraduate Certificate will choose three of the modules marked as compulsory in this table and one of the modules marked as optional.

4.1 The regulatory framework of each Academic Party relating to the assessment and examination of students on each Academic Party's programmes of study, including provisions for academic appeals, academic misconduct and extenuating circumstances (**Assessment Regulations**), shall apply to the Programme as follows:

4.1.1 The Assessment Regulations of UCL shall apply to all modules taught by either Academic Party, and to the Programme as a whole.

4.2 The Academic Parties shall apply the UCL marking scheme to the programme.

4.8 The Student shall be required to register at each of UCL and UoM, in each case according to the rules and regulations of the relevant institution.

5. FEES

5.1 Unless sponsored through a separate sponsorship arrangement, the Student shall pay the following fees to UCL on or before the dates provided by UCL (as may be amended by agreement between the Academic Parties from time to time):

for the MSc £9850 (home/EU) £24860 (overseas)

for the PGDip £6566 (home/EU) £16573 (overseas)

for the PGCert £3283 (home/EU) £8286 (overseas).

5.2 All fees payable to UCL by the Student under paragraph 5.1 above are payable in pounds Sterling (UK£) by bank transfer to the bank account nominated by UCL for this purpose or by such other method as may be agreed between the Academic Parties from time to time.

6. ACADEMIC APPEALS AND COMPLAINTS

6.1 The procedures for academic appeals and academic misconduct in the Assessment Regulations of UCL shall apply to each module on the programme.

6.2 Where the Student wishes to complain about any general aspect of the Programme (i.e. an aspect of the Programme not specific to either Academic Party), (s)he will be directed to invoke the complaints procedure of UCL. UCL will involve UoM in the handling of any such complaints. Where the Student wishes to complain about any specific service or facility provided by, or a student or member of staff from, one of the Academic Parties, the relevant complaints procedure of that Academic Party will apply.

7. USE OF PERSONAL DATA

7.1 The Student acknowledges that:

7.1.1 each of UCL and UoM holds, collects and processes information about students on the Programme (including prospective, current and former students) for academic, administrative, verification, management, pastoral and health and safety purposes; and

- 7.1.2 when a student leaves UCL and UoM, appropriate data is kept as a permanent record to enable UCL and UoM, if necessary, to provide references on a student's behalf, or to maintain a record of a student's achievements.
- 7.2 In light of the information set out in paragraph 7.1 above, the Student hereby acknowledges that each of UCL and UoM may pass and share the Student's information with the other institution and to other third parties (including any appointed agents or sub-contractors of UCL or UoM) for the above purposes and also in situations where the Student has given their consent, or where disclosure is required to meet a statutory obligation of the relevant institution (by way of example only, disclosure of information may be required to the Higher Education Statistics Agency). Further examples of data sharing and processing are available in the University of Manchester Privacy Notice and the UCL General Student Privacy Notice. Each Academic Party shall provide an up-to-date URL to enable access to their respective privacy notices on request.
- 7.3 The Student acknowledges and agrees that by providing/confirming the Student's information each of UCL and UoM may hold, collect, process and transfer such data as described in this paragraph 7. Each of UCL and UoM will treat your personal data in accordance with the respective institution's student privacy notice and applicable data protection laws, including the General Data Protection Regulation and all applicable UK data protection legislation.

8. **INTELLECTUAL PROPERTY RIGHTS**

- 8.1 For the purposes of this Clause, **IPRs** means all and any copyright works, patents, discoveries, improvements, inventions, trade marks, designs, information, data, formulae, specifications, results of tests and field trials, diagrams, expertise, techniques, technology, know-how, and other intellectual property of any nature whatsoever, including applications and the right to apply for registration of any of the foregoing rights.
- 8.2 Ownership of any IPRs modified, conceived, created or developed by the Student in the course of studying for the Awarded Degree will be determined in accordance with the terms of the applicable student intellectual property policy in place at UCL unless otherwise agreed in writing by the Academic Parties and the Student in respect of each module.

9. **CONFLICT**

9.1 The Parties acknowledge that upon acceptance of an offer of a place on the programme by a Student, a contract is formed between UCL, the UoM and the Student the terms of which comprise:

(1) the UCL Standard Student Contract;

(2) the UoM standard Student contract;

(3) these terms and conditions; and

the Parties agree that in the event of conflict arising between (1) and (2), the terms of the standard student contract of the Lead Institution shall prevail. In the event of conflict arising between either (1) and (3) or (2) and (3), the provisions of (3) shall prevail.

10. **GOVERNING LAW**

10.1 These terms and conditions, and any dispute or claim arising out of or in connection with their subject matter or formation (including non-contractual disputes or claims), shall be governed by, and construed in accordance with, English law, and the Parties irrevocably submit to the exclusive jurisdiction of the courts of England and Wales.

