



INTERNATIONAL DELIVERY OF QUALIFICATIONS POLICY

Section	International
Contact	International Office
Last Review	August 2011
Next Review	August 2014
Approval	AB11/110-October: 3.2.2.2

Purpose:

The Policy sets out the high-level requirements relating to the international delivery of Massey University programmes to international students resident overseas.

Definitions

International Delivery: refers to situations where international students enrol to study outside New Zealand and expect to earn a Massey University qualification. International Delivery is normally carried out via Twinning Agreements, Articulation Agreements, Special Agreement or Distance Education.

Twining Agreements: qualifications are offered collaboratively with a partner provider on the basis of a pre-defined programme of study at the other institution followed by a period of study at one of the Massey University campuses in New Zealand:

- Students enrol at Massey University
- Papers and programmes are owned and developed by Massey University
- The qualification is taught by staff from Massey University and the partner provider
- Massey University is responsible for the overall quality assurance of the qualification
- The qualification is administered jointly by Massey University and the partner provider
- Remittances to the partner provider for student fees are made as fund transfers from New Zealand

Articulation Agreements: qualifications are earned on the basis of credit transfer from an overseas partner provider to Massey University.

- Students enrol in the partner institution's programme and undertake their courses
- Students have the option of applying for admission to Massey University and transferring to a Massey University qualification from a completed diploma or degree, or partially completed degree at the student's home institution
- Massey University staff do not normally teach papers at the partner institution
- Massey University maintains its quality assurance through evaluation of partner institutions' programme and by exercising control over the credit transferred.

Special Agreements: qualifications are offered to meet the specific circumstances of the country or partner provider through arrangements that are not defined by Twinning or Articulation Agreements. Such agreements include situations where Massey University has a physical presence on the partner's site or fees are paid by partners who act as agents.

International Distance Education: qualifications are completed from an overseas location with normally no compulsory



requirement for attendance at a contact course.

- Students enrol at Massey University as international students and pay fees directly to the University
- Students receive equivalent learning resources as distance learners in New Zealand
- Students' participation in learning activities is enabled through online learning
- The qualification is administered online
- Students may attend contact courses in New Zealand on a Visitors Visa
- Students may attend contact courses in an overseas location

Policy:

International delivery of Massey University qualifications will be conducted according to the following principles:

- Priority will be given to the maintenance and enhancement of the University's reputation and the reputation of the New Zealand tertiary sector as a whole;
- International delivery will be undertaken in a manner consistent with the maintenance of academic standards and the safeguarding of student interests;
- International delivery will normally be based upon the offering of entire qualifications rather than individual papers;
- Every attempt will be made to take into account the cultural and linguistic sensitivities of the students and to foster learning communities with students resident in New Zealand;
- Financial models for international delivery will ensure that educational objectives are embedded within a sound financial framework that minimises risk and promotes the longer-term viability of the arrangements;
- No international taught programme arrangement will be exclusively reliant on one individual at the University.

Administrative and Risk Management Requirements

TWINNING, ARTICULATION AND SPECIAL AGREEMENTS

- 1 The International Office must publish annually a schedule of preferred countries where the University has established Twinning, Articulation and Special Agreements and will note any requirements of statutory authorities overseas. The Assistant Vice Chancellor (Academic & International) must approve any changes to the schedule of preferred countries.
- 2 Where International Delivery is carried out via a Twining Agreement, Articulation Agreement or Special Agreement all new initiatives must follow the Process for the Establishment of New Offshore Academic Agreements. The Procedures for Establishing a Memorandum of Understanding and/or an International Partnership Agreement must also be followed.
- 3 In order to renew an existing Twining Agreement, Articulation Agreement or Special Agreement the Process Relating to the Renewal of Expired Off-shore Academic Agreements must be followed.
- 4 The following must be established in every case:
 - Whether there are restrictions on delivery of multi-copied copyright material under the partner country jurisdiction;
 - Whether the Massey University qualification will be recognised by the Ministry of Education (or equivalent) in the partner country;
 - Whether there are legal restrictions on delivery of university programmes by foreign universities in the intended partner country, and whether income earned by Massey in the partner's country may be taxed in the partner country;
 - A legally approved contractual agreement between Massey and the overseas provider, setting down the



responsibilities of each party, rules relating to the ability of the partner to publicly promote its association with Massey, legal jurisdiction, commitments as to payments, processes for dispute resolution, duration of the agreement, procedures for dissolution of the agreement and any other matter as required to manage business and legal risk;

- Compliance with the Approval Pathways and Quality Assurance Guidelines for Domestic and International Subcontracting of Teaching Activity (if subcontracting applies).

5 All Massey University policies, procedures and regulations will apply unless specifically exempted as part of a Twinning, Articulation or Special Agreement.

INTERNATIONAL DISTANCE EDUCATION

6 The International Office will publish annually a schedule of qualifications available through International Distance Education. The schedule will also be available to students on the International Office website. The relevant Pro Vice-Chancellor must approve all qualifications that appear on the schedule.

7 Delivery via International Distance Education must comply with the Procedures for Distance Education Offerings to International Students Overseas, including risk assessment. Consideration must also be given to the Guidelines for Distance Education Offerings to International Students Overseas which outline the development of business plans, programme management, coordination and resourcing, student admission, administration and records, teaching and learning requirements, and student services and supports.

8 All student applications to enrol via International Distance Education will be managed and processed by the International Office.

9 All Massey University policies, procedures and regulations will apply unless specifically exempted for qualifications offered via International Distance Education.

Costs & Fees

10 For Twining Agreements, Articulation Agreements and Special Agreements the qualification should preferably be charged on a programme fee basis.

11 For International Distance Education the standard international fee will normally be charged for international distance offerings to international students, with paper fees pro-rated. Students enrolling for international distance education will be required to pay any relevant application-for-admission fees, distance learning fees, and other applicable fees (such as late fees) and penalties, but will be exempt from any compulsory Students Association Fees as paid by on-campus students in New Zealand. However, fees may be adjusted where delivery of the offerings is strategically important to Massey University and the target country or region, or where the market competition dictates that a higher or lower fee may be sustained. No GST is required on International Distance Education when students study entirely from overseas.

12 All tuition fees for international qualifications must be approved by Council and students must pay fees in accordance with Massey University regulations.

Audience:

All staff

Relevant Legislation:

Education Act & Amendments



Immigration Act 1987
Copyright Act 1994

Legal Compliance:

If not classified as Exempt Students under the Act, the Education Act, 1898:80/15 Code of Practice for Providers who enrol International Students, requires that Massey University must ensure that international students are cared for in accordance with the Code of Practice for Pastoral Care of International Students.

International students living overseas must meet New Zealand Immigration Service regulations in relation to Visa and other requirements when attending Contact Courses in New Zealand.

Massey University must comply with New Zealand Immigration Service regulations including the Generic Temporary Entry Policy, and any applicable regulations relating to International students.

Related Documents:

- [Application for the Establishment of Memorandum of Understanding and/or an International Partnership Agreement Approval Pathways and Quality Assurance Guidelines for Domestic and International Subcontracting of Teaching Activity](#)
- Contract Document Management Process
- [Creation of Contracts Policy](#)
- [Credit Transfer Regulations](#)
- [Equivalence Policy](#)
- Guidelines for Completing the Financial Analysis Template
- [Guidelines for Distance Education Offerings to International Students Overseas](#)
- Guidelines for Establishing International Relationships
- International Partnership Financial Analysis Template
- Managing Risks in Internationalisation Initiatives Document
- [Procedures for Distance Education Offerings to International Students Overseas](#)
- Procedures for Establishing a Memorandum of Understanding and/or an International Partnership Agreement
- [Process for the Establishment of New Offshore Academic Agreements](#)
- [Process Relating to the Renewal of Expired Off-shore Academic Agreements](#)
- Template for Summarising Risk Information
- [Use of Copyright Material for Educational Purposes Policy](#)

Document Management Control:

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