08th October 2025

To whom it may concern

Re: **The Cyprus Academy of Arts**

Dear Sir/ Madam,

Further to your request, regarding the following programmes of the University of the Creative Arts (UCA) awards delivered by our partner institution, The Cyprus Academy of Arts (CAA), please see our response to your questions below.

- BA (Hons) Fine Art [3 academic years, 360 UK Credits, Bachelor of Art (BA)],
- MA (Hons) Fine Art [1 academic year, 180 UK Credits, Master of Art (MA)],

1.   What are the entry requirements for admission of the students to the programme of study by your institution?

>   **Entry criteria and requirements BA (Hons) Fine Art**
>   Along with a portfolio, the standard entry requirements** for this course are:
>   - 112 UCAS tariff points from accepted qualifications*, or
>   - Pass at Foundation Diploma in Art & Design (Level 3 or 4), or
>   - Distinction, Merit, Merit at BTEC Extended Diploma, or
>   - Merit at UAL Extended Diploma, or
>   - 112 UCAS tariff points from an accredited Access to Higher Education Diploma in appropriate subject
>   - Secondary School leaving Certificate e.g. Apolytirio
>
>   And four GCSE (or equivalent) passes at grade A*-C and/or grade 4-9 including English (or Functional Skills English/Key Skills Communication Level 2).
>
>   Other relevant and equivalent level 3 UK and international qualifications are considered on an individual basis, and we encourage students from diverse educational backgrounds to apply.
>
>   **Entry criteria and requirements MA (Hons) Fine Art**
>
>   A good Honours degree (normally 2:1 or above) or equivalent qualification in the subject or a related discipline, and/or; relevant work experience, demonstrating an ability to study at postgraduate level.
>
>   Consideration may also be given to applicants who present a degree with a lower classification but can make a strong case for admission in relation to a particular project and can demonstrate their potential to satisfactorily complete the course.
>
>   Applicant's portfolios should reflect a strong commitment to the area for which they are applying. Their work and application should also reflect an individual identity and creative thinking. They should also indicate a clear area of investigation that could be developed towards a project proposal

2. How do you check that students admitted to the programme meet the admission criteria?

    The entry criteria have been established as part of the validation event for all programmes, and it is a requirement of the partnership agreement that the partner follows that guidance when processing the admission of the students. To note that CAA's programmes' learning outcomes, that lead to the UCA award, were mapped against the UCA programme. In addition, and in line with the statutory information required to be provided, HESA AOR Returns Report CAA reports to UCA students data, and UCA captures the relevant data that are required for reporting to external authorities.

3. Do you have information about the profile of incoming students?

    CAA are responsible for managing the admission process of the students and as part of this process they will conduct interviews for applicants, and if a portfolio is required, this will also be assessed at the admission stage. All nonstandard cases are referred to the University where the Link Tutor would discuss the suitability of the candidates internally and advise CAA of the decision. Once all admissions processes are completed, CAA would then send a list of all incoming students to UCA to process on our system.

4. How do you ensure that students have a good command of the programme's teaching language?

    All programmes are taught in English, and the level of English requirements are specified in all programme specification.
    Students who do not meet this criterion would not be admitted onto the programme. Prior to starting the UCA programme, CAA would also conduct interviews as part of the admission process, at which point the student English level is assessed.
    - For BA Students For students whose first language is not English, the student will need an IELTS score of 6.0 or equivalent.
    - For MA Students Minimum English language requirements: For students whose first language is not English, a certificate is required as evidence of the necessary level of English. For postgraduate study an average IELTS score of 6.0 (TOEFL 550 (CBT 213) or equivalent is required.

5. What is the selection process for the teaching staff in the franchise programme of study and what are the minimum qualifications they must possess?

    The site and the academic resources are checked at the validation event, and the teaching staff are mapped to the unit delivery. All staff CVs are also submitted at the event, which is assessed by the panel members for appropriateness. If CAA proposes a new teaching staff during the year, the CV will be submitted to UCA to ensure that this is approved by the school.

6. What knowledge do you have of the exam papers administered?

The UCA Link Tutor is heavily involved in the assessment briefs and verification of the student assessment work. Our courses are assessed through a portfolio of assessment methods which would normally not include exams. All assessment briefs are discussed with the Link Tutor to ensure that they are relevant and at the appropriate level. Part of the Link Tutor's role includes a sampling of marking and advise whether marking meets UCA expectations and they will also provide staff development around assessment policies and marking standards.

When the verification of the assessment is completed by our Link Tutor, all information will then be processed through the UCA Boards of Examiners, which is chaired by the UCA Head of School. They will have the oversight that the correct procedure has been administered and that the overall profile of the students mirrors the UCA standards.

7.   How do you check that the franchise programme is implemented based on quality criteria? What evidence do you request from the Cyprus Academy of Art?

UCA is responsible for the quality assurance of the programmes, and the Link Tutors take part in the UCA internal committees at a school level to ensure that CAA's report feeds back to the University.

The course level qualitative and quantitative analysis and action planning is completed using the annual academic monitoring report templates. The report asks the course to briefly note significant achievements and enhancement on the course as well as any known potential risks or themes for the University's consideration. Trend data is populated into the report for analysis, which relates to:
•   student satisfaction surveys
•   External Examiners' feedback
•   course performance data and trends (retention and achievement)
•   failure rates for units at first attempt
•   employability data

Any actions highlighted within the report are inserted into the course action plan with appropriate deadlines in place for completion. The course AAM report is provided to Head of School to update them concerning the health of the course and any actions taken in response to their feedback.

8.   Have you ever visited classes where your programmes are taught in Cyprus? What is the teaching methodology followed?

UCA visits CAA periodically, to ensure that the delivery of the programmes is at the same standard as the University. For the validation event UCA conducted a site visit as part of the approval process, where the suitability of the teaching space was assessed. The Link Tutor would travel to CAA and would then observe some of the teaching and participate where appropriate in some of the teaching sessions. This was a challenge during covid but has now returned to normal.

The course provides an inclusive learning environment delivered through a diverse range of teaching methods to support different learning styles, including lectures,

seminars, technical and studio workshops, critiques, formative feedback and summative assessments, group and individual tutorials, external visits and both guided and self-directed study.

8. How do you check if the College has the infrastructure required to ensure that the physical learning, teaching environments and resources meet with the quality and standards required? Please confirm that everything involved in the collaborative programme has been considered and approved by your institution.

Institutional Approval ensures robust discussion, agreement and exploration of facilities. A site report is made and includes the approval of physical facilities and academic resources of the institution and whether owned and managed by the teaching institution.
The approval encompasses if there are (or will be) sufficient and appropriate facilities, learning resources, and student support services to deliver a high-quality learning experience for all students

If you require further assistance, please do not hesitate to contact me.

Yours sincerely,

Catherine Riley
Head of Partnerships
University for the Creative Arts

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