

12 March 2025

Professor Mary Koutselini,

President of the Board of the Cyprus Agency of Quality Assurance and Accreditation in
Higher Education



**ALEXANDER
COLLEGE**
CYPRUS

**Alexander College response to the CYQAA preliminary review for the BSc (Hons)
Accounting & Finance, Larnaca**

We would like to express our appreciation to the CYQAA for the cooperation of both parties towards the completion of this review of information in accordance to Articles 10, 11 of the relevant law.¹ In response to the CYQAA preliminary review dated 24 September 2024, and specifically to the observations and request for information for the "BSc (Hons) Accounting and Finance", offered by Alexander College (Larnaca), via the franchise method, in collaboration with Canterbury Christ Church University, UK, please consider the following points:

Point 1.²

We accept your suggestion as per Point 1. As of academic year 2025-26, the Programme will offer two more elective/optional Modules. One in year 2 and another in year 3 as per the new "Table C: Course Distribution per Year / per Semester".³ The availability of specific option modules, like in every HEI, may vary from year to year. The offer of an option will be subject to a minimum number of students choosing the module to ensure the appropriate student experience. The offer of optional modules may also be affected by staff availability. It means we cannot

¹ Especially article 11 (2) which provides the following "Before the commencement of the offer of the programme of study ending in the award of a higher education qualification, in accordance with the provisions of subsection (1), the higher education institution informs in depth and in detail the Agency ..." The Quality Assurance and Accreditation in Higher Education and the Establishment and Operation of an Agency on Related Matters Laws, 2015 and 2016 (Consolidation in English).

² With respect to Point 1 "Programme Courses", please allow the following elaboration in response to your request for clarifications. The current request for review was submitted by Alexander College, on the CYQAA relevant template, on 29th May 2024 in compliance with the then published CYQAA criteria for franchise Programmes as per the law including articles 8 to 11 of Law, of 2019 [L. 35(I)2019], the published directives/announcements of the CYQAA and the review practice evidenced in the CYQAA page "Franchised Programmes offered in Cyprus that are imported by Universities in Europe and UK". Despite this background, when the preliminary review/report was sent to Alexander College on 24 September 2024, a new condition with immediate effect was communicated to us (date 24 September 2024). Therefore, there was no possible way to predict this new requirement since it was not communicated to HEI providers by the time of the request was submitted. Further to this, as evidenced in previous formal CYQAA reviews including for other HEIs, this condition was not applied. The common practice until today was for HEIs in Cyprus, to offer a number of UK elective/optional modules/courses as compulsory, in addition to core modules. In the case of our request for review for the BSc (Hons) Accounting & Finance, it should be clear that we already offer the 50 ECTS of Elective modules.

³ Business Ethics; Research Methods

guarantee the availability of a particular optional module. However, we will ensure that the students have a choice.

Point 2 Teaching Staff: Full Time (F/T) & Part Time (P/T)

- In this section of the review, it is highlighted that “recruiting qualified staff is a prerequisite”. As evidenced in the relevant section of the request for review (CVs), all staff are qualified and specialized. This includes, all P/T lecturers (three out of three) who lead accounting modules. They are all ACCA Chartered Certified Accountants. We would also like to remind that all of the teaching staff must be and is approved by the CCCU University (please see “Approval of Delivery Letter” as in original documents attached in the application for review).⁴ Training of Alexander College teaching staff is mandatory and continuous.⁵ Moreover, the academic staff at both Alexander College and CCCU, take part in a monthly meeting to discuss and support any academic issues. Alexander College chairs three Board of Studies (BoS) meetings per academic year.⁶ Therefore, the teaching staff is actively engaged (and trained) in the successful running of the Programme

To accommodate your suggestions, you are informed that Alexander College has:

⁴ “The academic and professional qualifications of Alexander College staff who will be teaching on the Canterbury Christ Church University Programmes have been approved by the University”. Moreover, CCCU defines the minimum required qualifications of the teaching staff as per the following: “We expect teaching staff at the partner to possess the relevant teaching experience in relation to Higher Education together with Practitioner experience. All tutors teaching on our courses must submit their CVs to the University and subject to approval from the relevant Head of School. Continuous support and guidance on teaching learning and assessments are provided by the University’s appointed Academic Link Tutor(s) to ensure appropriate delivery”.

⁵ Currently, Alexander College lecturers teaching on CCCU programs are requested to attend the following training sessions:

- Effective Assessment and Feedback
- An Introduction to Equity and Inclusion
- Safeguarding Essentials
- Information Security Awareness
- Understanding Digital Accessibility
- GDPR – General Data Protection Regulations - Renew every year
- Bribery Act
- Freedom of Speech
- Recognising and designing out academic misconduct
- Extenuating Circumstances, Temporary Learning Agreement (TLA)
- MAB Report - SITS Agree Marks Training for Course Leaders
- PAB Report - SITS Approve Awards and Outcomes for Course Leaders
- Course Handbook – How to Localise the Course Handbook
- Module Handbooks, Lecture Slides and Blackboard Admin
- Board of Study, and Course Performance Plan
- Blackboard Ultra: An Introduction
- Collaborate: Getting Started
- CCCU Partner SharePoint Training for Course Leads

⁶ BoSs comprise of the Alexander College academic staff, CCCU ALT, Director of Partnership, IPAD International Partnerships Manager/IPO. The CCIP is informed by module feedback, student/staff liaison meetings and the External Examiner Report.

- promoted Assist. P. (A/A 6), to a Full-Time member of the faculty.
- Also, it is clarified that Assist. P. (A/A 7) is a new FT recruitment as of September 2024.
- Also, previously proposed instructor-Lecturer (see previous Table A, numbered as A/A 6 PT) will not be teaching on the Programme. The two (2) modules/courses allocated in the previous proposal under her, are effectively reassigned (see new Table A) to instructors A.A. 6 (F/T) and A.A. 2 (F/T) (as per new Table A). Both modules are offered at different progression levels (one module is offered in year 1 and the second in year 3) therefore not significantly affecting allocation of workload.
- Lastly, the two new Elective Modules are assigned to a new addition to the Programme, F/T Assoc. P. (A/A 8, see CV) who is an experienced lecturer also teaching on other courses as demonstrated in Table A. Therefore, we have substantially improved the ratio and quality of teaching.
- ERGANI evidence will be submitted and website updated (...)
- Lecturer's A.A. 2 missing CV is forwarded to you.

Point 3. Annexes

Please see CCCU direct correspondence with CYQAA

Point 4. QAA

Please see CCCU correspondence attached

Point 5. Entry Requirements

Further to the Part B (C) of the request form please be informed of the following requirements for entry

Academic requirements

Apolytirion of Lykeion (High School Leaving Certificate) with an average of 17-18/20 or 81-86% or higher depending on the programme

English Language Requirements

For undergraduate

IELTS or equivalent – 6.0 overall

IELTS Writing – minimum of 6.0

IELTS in all other bands – minimum of 5.5.

With ~~respect~~,

Andy Loppas
Director