



Study Abroad Providers Policy

1. Context

Study abroad providers advise and facilitate students interested in enrolling on short-term study at universities abroad. Trinity College Dublin, the University of Dublin, herein referred to as Trinity, as a global university engages with study abroad providers to facilitate such enrolments at Trinity.

2. Purpose

This policy sets out the framework for engagement with study abroad providers and students whose entry to Trinity is facilitated through arrangements with them. It is informed by the '*Code of practice for provision of programmes of education and training to international learners*' (QQI, 2015) the aim of which is to ensure that international learners can expect a high quality educational experience.

3. Benefits

This policy recognises and supports best practice in the study abroad providers with which Trinity engages. It also sets standards for information sharing between the Trinity and providers, and protects the international reputation of Trinity and the Irish higher education sector in the context set out by the *Code of practice for provision of programmes of education and training to international learners* (QQI 2015).

4. Scope

- 4.1 This policy applies to arrangements with study abroad providers and international visiting students on short term study at Trinity e.g. J-term, summer programmes, one term or one academic year.
- 4.2 It does not apply to arrangements with education recruitment agents.

5. Principles

- 5.1 Study abroad providers are valued partners in facilitating study abroad opportunities at Trinity.
- 5.2 Best practice in this area creates positive experiences for international visiting students.



6. Definition

Study abroad providers advise and facilitate students interested in enrolling on short-term study abroad in universities overseas. They act as intermediaries between students, their home university and the overseas university with respect to marketing and recruitment, managing applications, recognition and certification of credit, in-session support, student care matters including pre-departure advising and accommodation.

7. Policy

- 7.1. The Global Relations Office is responsible for developing and maintaining relationships with study abroad providers.
- 7.2. Trinity will only enter into arrangements with study abroad providers that are aligned with the University's values and mission.
- 7.3. The Global Relations Office, in consultation with Trinity Teaching & Learning, will review the suitability of prospective providers prior to entering into any arrangements, and will periodically review the providers with which it has ongoing arrangements.
- 7.4. Trinity will supply accurate, up-to-date information to providers, so that they can adequately inform prospective students about Trinity life.
- 7.5. In order that visiting students are afforded the same opportunities as Trinity students, Trinity's regulations will prevail over those of the Study Abroad Provider or the home university while the student is a registered student at Trinity.
- 7.6. It is the responsibility of students to ensure that they also comply with the regulations of their Study Abroad Provider or home institution during their time as a registered student at Trinity.
- 7.7. Applications for short-term study abroad opportunities are assessed primarily on the academic credentials of the prospective student. International visiting students must meet the minimum entry requirements of the discipline they wish to study at Trinity.
- 7.8. Trinity will share relevant academic information with the provider, subject to student consent and prior agreement, in accordance with national data protection legislation.

8. Responsibility

The responsibility for this policy lies with the Vice-President Global Relations.

9. Related Documents

- 9.1 College Ethics Policy

10. Document Control

- 10.1 Approved: 8th June 2016 by Council
- 10.2 Date of next review: Academic Year 2018/19