

Student Learning Agreement



A12

GC Academy Limited

Bachelor of Arts in Media and Communication

Revision date 9 September 2026

Institutional approval pending

Refund terms awaiting confirmation before issue

This agreement sets out the programme, fees, study requirements and reciprocal responsibilities of GC Academy and the student. It explains assessment opportunities, interruption and return, recordings, withdrawal, default and the routes for complaints and academic appeals. The completed agreement and its identified attachments are provided for review and signed before any payment and before programme commencement.

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Status and preparation for issue

This is the revised A12 template for institutional approval. The programme details follow the revised application based on the 18 June 2026 submission. They do not establish that licensing, accreditation, policy approval or delivery has commenced.

The Head of Institution verifies academic terms; Administration completes the individual particulars and policy record; the Director of Operations confirms financial terms and authorised execution. QA checks consistency with A10, the Student Agreement Template and public information before issue. The completed contract must contain one consistent set of terms.

Complete all applicable fields, attach the approved specifications and fee schedule, confirm current contacts and record approval before using this template with a student. Do not obtain a signature on incomplete financial or programme terms. Subsequent material changes are communicated and handled through the applicable approval and contractual process.

Approval reference and date: _____

Effective version and review date: _____

Regulatory reference: MFHEA Student Agreements guidance and S.L.607.03, regulations 26 to 29.
<https://mfhea.mt/student-agreements/>

Parties and programme particulars

1 Parties to the agreement

GC Academy Limited, referred to as the Academy, and the student identified below enter into this agreement for the programme specified here. The Academy remains responsible for its academic and contractual obligations where partner personnel assist with recruitment, teaching or technical services.

Current registered address: _____

Current institutional licence number: _____

Programme accreditation reference: _____

Authorised Academy representative and role: _____

Student full name: _____

Student identifier and passport or ID reference: _____

Student email and telephone: _____

Student residential address: _____

2 Formation and commencement

Both parties sign the completed agreement before the student, or anyone acting directly or indirectly on the student's behalf, makes any payment to the Academy and before the programme begins. Payment or preliminary agency verification does not replace the agreement or the Academy's admission decision. The agreed commencement date is recorded below.

3 The educational programme

Bachelor of Arts in Media and Communication; awarding institution GC Academy Limited; MQF/EQF Level 6; 180 ECTS; normal full-time duration three academic years and six semesters; total learning time 4,500 hours. Teaching and assessment take place in English, fully online through the GC Engine LMS and associated approved tools. The registered address is not a physical teaching attendance requirement.

Agreed programme start date and cohort: _____

Scheduled completion date: _____

The programme has 30 compulsory modules and no mandatory internship or elective pathway. Completion requires the prescribed credits and successful assessment of the required learning outcomes. Individual progression and any approved interruption are governed by section 3 below; the scheduled completion date does not override those requirements.

Entry and programme learning outcomes

3 1 Admission and preparation

GC Academy makes and records the final admission decision. Entry is through a Matriculation Certificate or equivalent MQF/EQF Level 4 qualification with passes in at least two relevant humanities or social-science subjects, or a relevant MQF/EQF Level 5 award, certificate, diploma or higher diploma in media, communication, journalism, digital media, marketing communication or a closely related field.

Applicants provide a motivation or purpose statement of no more than one typed page and demonstrate basic digital competence. English proficiency is normally IELTS Academic 6.0 with no component below 5.5, a verified equivalent, or evidence of previous secondary or higher education taught and assessed entirely in English. Recognition of prior learning is considered only through the approved institutional procedure; agency advice alone does not confer admission or credit.

Students need reliable access to a standard laptop or desktop, internet, webcam and microphone for the tasks that require them. Production modules can require a suitable camera, including a suitable smartphone camera, audio equipment or specified software. The Academy communicates the actual requirements and available free or low-cost options before enrolment and the relevant module. Ordinary webinar participation follows the camera and recording choices in section 6 3.

3 2 Intended programme learning outcomes

On successful completion, the student demonstrates the following outcomes, identified as PLO1 to PLO9 in the programme specification.

1. Critically analyse major theories, concepts, structures and debates in the fields of communication, media, journalism, digital media, public relations, and media regulation.
2. Apply theoretical and methodological knowledge to the analysis of contemporary media environments, communication practices, and social, political, and cultural issues.
3. Evaluate media texts, institutions, policies, platforms, and communication strategies using appropriate academic and professional frameworks.
4. Design and communicate evidence-based arguments, ideas, and solutions effectively to both specialist and non-specialist audiences in written, oral, and digital formats.
5. Exercise professional judgement in relation to ethical, legal, regulatory, and societal issues affecting media and communication practice.
6. Conduct independent research using appropriate qualitative and quantitative approaches relevant to communication and media studies.
7. Develop creative, analytical, and problem-solving responses to communication and media-related challenges in academic and applied contexts.
8. Work with autonomy and responsibility in the planning, development, and presentation of communication and media-related projects.
9. Demonstrate readiness for further study, professional development, and specialisation within the broader field of media and communication.

Programme modules 1 to 15

3 3 Curriculum and assessment schedule

All modules are compulsory, online and at MQF Level 6. Semester allocation and assessment below reflect the current revision for approval. The final approved programme specification and teaching calendar are issued with the individual agreement before signature.

Ref	Module	Sem	ECTS	Assessment and weight
1	Introduction to Communication Studies	1	6	Examination 100%
2	Basics of Media Studies	1	6	Examination 100%
3	Introduction to Journalism	1	6	Examination 100%
4	Communication Theories	1	6	Essay 100%
5	Media Writing	1	6	Essay 60%; presentation 40%
6	Introduction to Visual Communication	2	6	Case study 60%; presentation 40%
7	Media Research Methods	2	6	Research-based essay 100%
8	Public Relations	2	6	Case study 100%
9	Media Ethics and Law	2	6	Essay 100%
10	Digital Media and Society	2	6	Essay 100%
11	Interpersonal Communication	3	6	Examination 100%
12	Media History	3	6	Examination 100%
13	Global Media Systems	3	6	Case study 100%
14	Strategic Communication	3	6	Case study 60%; presentation 40%
15	Media and Culture	3	6	Essay 100%

Semesters 1 to 3 comprise modules 1 to 15, each carrying 6 ECTS: 90 ECTS in total. The examination description covers multiple-choice and short-answer questions together with the approved application or performance evidence required to assess the module outcomes; it does not authorise recall-only assessment.

Programme modules 16 to 30

3 3 Curriculum and assessment schedule continued

The final year allocates the two 3 ECTS modules and the 12 ECTS Final Project to semester 6. Every semester comprises 30 ECTS. Module reference numbers remain unchanged.

Ref	Module	Sem	ECTS	Assessment and weight
16	Critical Theory in Communication	4	6	Essay 100%
17	Social Media Management	4	6	Practical project 60%; presentation 40%
18	Media Industry Trends	4	6	Examination 100%
19	Advertising and Brand Communication	4	6	Case study 60%; presentation 40%
20	Political Communication	4	6	Examination 100%
21	Intercultural Communication	5	6	Essay 100%
22	Media Production	5	6	Practical media project 60%; presentation/reflection 40%
23	Media Literacy	5	6	Examination 100%
24	Celebrity and Public Relations	6	3	Case study 100%
25	Crisis Communication	5	6	Case study 60%; presentation 40%
26	Documentary Studies	5	6	Practical project 60%; presentation 40%
27	Media Effects and Influence	6	6	Essay 100%
28	Media Policy and Regulation	6	3	Examination 100%
29	Media and Democracy	6	6	Essay 100%
30	Final Project in Communication and Media Studies	6	12	Case study with presentation 100% combined

The remaining modules total 90 ECTS; the programme total is 180 ECTS. The Final Project is one combined assessment component. Each separate component in a module with 60% and 40% weights requires its own pass mark of 51%.

The application includes a proposed 90 ECTS Undergraduate Higher Diploma in Communication and Media Studies at MQF Level 5 after semesters 1 to 3. It is not an automatic entitlement: an exit award is available only if its specific title, level, credits, outcomes and assessment have received the necessary academic and MFHEA approval and are identified in the student's approved programme information.

Assessment and academic achievement

3 4 Assessment information and marking

The approved module brief and rubric are provided at the start of the module and before assessed work begins. They specify the learning outcomes, task, method, component weights, criteria, individual evidence, format and length, permitted resources and AI use, deadlines, presentation arrangements, feedback, reassessment and routes for mitigation and appeal.

Assessment includes essays, case studies, applied or practical projects, presentations and examinations, as allocated in section 3 3. The Academy checks that direct evidence demonstrates knowledge, analysis, critical thinking, application and relevant practical skills at Level 6. LMS access or participation data does not substitute for achievement of learning outcomes. A generic test length or quiz limit does not replace the approved module brief.

Each required assessment component must achieve at least 51%. Where a module has components weighted 60% and 40%, both must independently pass; a high result in one does not compensate for failure in the other. Module marks use the approved component weights. The former generic average of five examinations per semester is not the programme's assessment rule.

A second suitable academic reviews tasks and criteria before release. Marking, second assessment and moderation follow A18. Students receive constructive feedback within ten working days of submission. The Board of Examiners validates official results and progression. Corrections retain the original result, authority, reason and date in the student record.

3 5 Three total assessment opportunities

The student has a maximum of three total formal attempts per assessment: the initial attempt and two further resits or resubmissions. Formative practice quizzes do not consume formal attempts. The published assessment arrangements identify the unsuccessful component, reassessment task and date, existing attempts and any authorised adjustment. A passed assessment is not repeated merely to improve its mark unless the applicable approved rules provide otherwise.

Illness, disability-related needs, technical disruption or other mitigating circumstances are considered on the available evidence through the authorised academic procedure. Report difficulties promptly and retain relevant records. A support message, interruption, module repetition or appeal does not itself grant extra attempts, waive a pass requirement or reset the record.

3 6 Collaboration and the Final Project

Where the approved task involves group work, the brief explains the shared output, each student's attributable contribution, individual reflection or questioning and the marking of individual achievement. A group product or peer score alone does not demonstrate every student's competence.

The 12 ECTS Final Project in semester 6 is an individual capstone with at least three scheduled supervision consultations. Its written study, project evidence and oral presentation or defence are assessed as one combined component worth 100%, with a 51% pass mark. Students receive the approved supervision, submission, defence and review arrangements in advance; a generic six-minute presentation rule does not determine the Final Project defence.

Progression interruption and return

3 7 Module completion period

The 12-month completion period runs from the recorded registration date of the individual module. It is not a requirement to complete the three-year degree within 12 months of first programme registration. Administration communicates and records each module's registration date, completion deadline and any authorised amendment.

If a module remains incomplete at expiry, the competent academic authority reviews the affected record, remaining assessments and relevant circumstances under A18. Any lapse or required repetition concerns that incomplete module. It does not, for that reason alone, cancel credits achieved in other completed modules or require the student to restart the whole degree.

An extension, revised assessment date or other exception requires a recorded authorised decision. It states the applicable deadline and effect on attempts and results and is communicated to the student. Re-enrolment or a return to study does not automatically restart the module's completion period or create a fresh set of attempts. The agreement creates no new overall maximum study duration or unconditional lifetime validity of credit.

3 8 Inactivity and supportive review

The LMS supports early identification of reduced participation and missed commitments. Administration and academic staff contact the student, offer relevant academic or technical assistance, document follow-up and issue a warning where non-engagement continues. The central student record links the contact, response, support, escalation and resulting decision.

After 90 calendar days of inactivity, and prior documented contact and warning, the Academy reviews enrolment status. This is a review threshold, not automatic expulsion. The review considers the student's explanation, relevant circumstances, approved interruption or adjustments and the support provided. An LMS alert alone cannot terminate enrolment.

Any proposed termination is considered through the applicable institutional procedure. The student receives written notice of the decision, reasons, effective date and applicable appeal route and deadline. An academic progression decision follows A18 and A1; an allegation of misconduct follows A4. Inactivity is not automatically an integrity offence.

3 9 Returning in the next semester

A student who has an approved interruption can rejoin the programme in the following semester with academic and administrative support. The Head of Institution and Student Management agree and record an individual return plan with the student. It identifies completed credits, remaining modules, actual teaching and assessment opportunities, existing attempts, deadlines, support needs and any effect on the expected graduation date.

Returning in the next semester does not guarantee that every missed module is redelivered immediately or that the original graduation date remains unchanged. The Academy explains the available sequence before return and records authorised adjustments. The student receives a copy of the confirmed plan and reports any difficulty in carrying it out.

Module deadlines, inactivity review and the normal six-semester programme duration are separate rules. None of them permits an automatic full-programme restart or an unrecorded reset of assessment attempts.

Fees withdrawal and refunds

4 Financial terms and withdrawal

The Academy completes the approved financial terms below before signature and before any payment. The student receives the same terms in A10, the Student Agreement Template and the published programme information. Identify every compulsory charge, its due date and refund treatment; mark a charge as not applicable where none is approved.

Total programme tuition and currency: _____

Registration and other compulsory charges: _____

Included services and any additional module costs: _____

Instalment amounts and due dates or attached schedule: _____

Approved financial schedule version and attachment: _____

Refund and payment enquiry contact: _____

Only the disclosed and agreed charges apply. A third-party payment does not change the student's contractual rights. Any scholarship, discount or financial assistance is included only if an actual approved arrangement applies to this student; the agreement does not promise an unspecified scheme.

WITHDRAWAL TERM AWAITING CONFIRMATION. The existing A12 provides a tuition refund before the agreed starting day and no contractual tuition refund for voluntary withdrawal from that day. A10 instead provides 100% within 14 calendar days after the start and 50% within the first 25% of the programme. These conflicting commercial terms require an institutional choice and reconciliation before this agreement is issued or signed. This draft does not select either rule or establish a new entitlement.

4 1 Request and decision

Send a written withdrawal or refund request to the confirmed contact above. Identify the student, programme, agreed starting day, date of withdrawal, payments made, reason for the request and available supporting documents. Administration records receipt and routes the financial decision. The Academy confirms the applicable rule, calculation, amount and reasons in writing.

The A10 administrative targets are a refund decision within ten working days of the request and payment of an approved refund within thirty working days after the decision, normally through the original payment method unless otherwise agreed. Any exceptional-circumstances consideration follows the approved A10 terms and is recorded; a request alone does not establish an entitlement. A disputed decision follows the complaints and legal-remedy provisions in section 9.

No withdrawal clause removes the protections for institutional default or the student's right to take further action under the Consumer Affairs Act, Chapter 378 of the Laws of Malta, or another applicable mandatory provision.

Institutional and student responsibilities

5 Duties of the Academy

The Academy provides the agreed teaching, assessment and educational services, taking the steps reasonably within its power to deliver them. It retains academic, assessment and award responsibility when partners or technical providers contribute.

Students receive their results after completing the necessary assessment requirements of the programme or relevant part. The Academy provides current policies and support routes, communicates academic decisions and maintains accurate confidential records.

The Academy provides equal opportunities and addresses discrimination, harassment and unfair treatment under A23. Students can request reasonable adjustments. Staff agree, record, implement and review support without changing the assessed outcomes. Administrative and academic support is distinct from professional psychological counselling; external-support information reflects actual arrangements.

LMS orientation explains access, submission, communication, administration and technical support. Enquiries have a first-response target of 24 hours during business hours, followed by action or referral as needed. Resolution can take longer. Complaints and appeals follow section 9 deadlines.

6 Duties of the student

The student supplies accurate information for admission and enrolment and promptly reports relevant changes, including contact details. Overseas students keep the Academy informed of their applicable address and telephone details in Malta and contact address overseas, including relevant changes following completion. The student meets the approved learning and assessment requirements, follows notified policies, pays agreed charges and treats others respectfully.

Use only an authorised personal account, protect credentials and resources, respect confidentiality and intellectual property, and report technical or access difficulties promptly. Students remain responsible for their work and for identifying their own contribution to collaborative assessment. Unauthorised sharing, impersonation, plagiarism, fabrication and prohibited assistance are handled through the applicable procedure.

6 1 Integrity and AI use

Read and acknowledge the current A3, A4, A1, A23 and AI and Generative AI Guidance for Staff and Students. The approved assessment brief specifies permitted assistance, prohibited uses and the required task-level declaration. General acknowledgement of the AI guidance or A3 does not replace an assessment-specific declaration. Check sources and outputs and do not upload confidential or personal information to an external tool without authority.

A similarity score, AI flag or proctoring alert is an indicator for human review, not proof of misconduct. A negative result does not prove originality. Under A4, the student receives the allegation, relevant evidence and an opportunity to respond before formal referral. Three independent academic voters, including a senior academic chair, decide by majority; the original assessor or referrer does not decide the case. QA provides non-voting procedural support and the Head of Institution implements the authorised outcome.

Only sanctions authorised by A4 apply. A3 acknowledgement creates no separate suspension or external-reporting power and waives no response or appeal right. Any authorised resubmission or appeal remedy states its effect on existing attempts; it is not an automatic fourth opportunity.

Recordings participation and digital use

6 2 Recording categories under A24

Prepared lecture recordings are continuing programme learning materials. They remain available to the relevant students and are reviewed, updated or replaced; they are not automatically deleted at semester end.

Semester webinars provide interactive tutor support to the relevant cohort. Their recordings focus on the tutor, presentation and teaching materials. Eligible students can download them and keep them permanently for personal educational use. They must not redistribute, republish, sell, use them commercially or share them outside the authorised cohort. The LMS copy is removed at semester end and before the next cohort's learning area is prepared. This does not remove permitted copies already downloaded.

Other online teaching activities are not routinely recorded. Meetings, interviews and administrative events are recorded only for a defined purpose, with appropriate notice, informed consent and privacy arrangements. They do not carry the webinar download permission. Assessment presentations, identity verification and proctoring evidence follow their separate approved assessment and privacy procedures.

6 3 Notice consent and participation choices

Students receive recording information before the activity and again when recording begins. The notice states the purpose, what is captured, intended viewers, access and download rights, retention or removal point, participation alternative and privacy contact. The tutor explains the permanent personal-download permission before seeking agreement to include an identifiable student contribution in a webinar.

Ordinary webinar participation does not require the student to activate a camera or microphone. Including an identifiable image, voice, name, chat or screen contribution requires informed, voluntary and documented consent for the stated use. Joining the session, remaining silent, accepting this agreement or signing A3 is not that consent. Refusal does not attract a webinar participation penalty.

The tutor provides a genuine way to contribute without being identifiable in the recording, such as an anonymised question, a recording pause or a non-recorded follow-up. Switching a camera off is insufficient if a name, voice or chat remains identifiable. An accidentally captured contribution is restricted from release until appropriately removed or anonymised and checked.

Identity or assessment requirements are explained separately in advance, with the relevant support or adjustment route. A choice about webinar recording does not itself waive an approved assessment requirement. Photography, television, publicity or other promotional use requires a separate, specific choice; this agreement grants no blanket permission to film or identify the student for the duration of the contract.

6 4 Privacy ownership and concerns

Consent-based processing can be withdrawn through the contact in the notice as easily as consent was given. Earlier lawful processing is not undone. The Academy addresses institutional copies and required recipient action under A5 and A24; it cannot promise technical recall of every downloaded copy. Permitted downloading does not remove privacy rights.

Student submissions remain the student's intellectual property. Anonymous use for internal quality assurance requires consent under A24; teaching, publication or commercial reuse needs the relevant separate permission. Routine assessment and required record keeping use their notified arrangements. Respect the rights and licence conditions attached to Academy and third-party learning resources.

Default and protection of student rights

7 Institutional default

The following institutional-default protections are separate from the rules for voluntary withdrawal. The Academy is in default where the programme does not begin on the agreed starting day; where it ceases after starting but before completion; or where an MFHEA condition, restriction or revocation of the applicable licence or accreditation prevents full provision to the student. The relevant default does not arise for a student who withdrew before those circumstances occurred.

The Academy is also in default if it fails to issue the examination and other assessment results to which the student is entitled after completing all necessary assessment requirements of the programme or the relevant part. A financial or administrative dispute does not remove the right to results protected by the applicable regulations.

Where the Academy is in default, the student receives the tuition fees paid and the applicable expenses incurred for the purpose of studying in Malta, if any, as provided by the institutional-default terms and applicable requirements. A student studying entirely online does not thereby acquire a travel or accommodation expense that was never incurred. The student supplies available evidence of relevant expenditure and payments; the Academy records the calculation and written outcome.

The section 4 request procedure applies to the administration of a refund. The Academy identifies the default, affected provision, student's position and remedy in writing and explains any continuity arrangement under A14. A proposed alternative arrangement is not represented as agreed until the student's actual position and the applicable requirements have been addressed.

8 Student withdrawal and default

Student default includes withdrawal, failure to begin on the agreed starting day without prior withdrawal, and failure to pay an amount due under the completed agreement. Any applicable student-visa condition is considered only where relevant to the individual student; online enrolment is not a representation that the programme confers a visa entitlement.

The financial consequence is determined by the agreed section 4 terms and any mandatory rights. Withdrawal before commencement retains the stated pre-start tuition-refund protection. Calling an event student default does not remove institutional-default protection or create an undisclosed charge. Any non-tuition charge and its treatment must be specified in the completed financial schedule.

Academic failure, inactivity, approved interruption and misconduct have their respective progression or disciplinary procedures. Administration does not treat a support flag or an allegation as a completed termination decision. The student receives the applicable notice, reasons and review or appeal information.

Limits and remedies

No general limitation to the online course fee overrides the Academy's express institutional-default obligations, the applicable reimbursement of expenses or mandatory statutory and consumer rights. The former unqualified fee-cap sentence does not apply. This agreement does not prevent either party from seeking another available legal remedy.

Complaints appeals and personal data

9 Resolving a dispute

The parties seek good-faith resolution where appropriate. Maltese law governs the agreement, which is interpreted in English. Institutional procedures do not prevent action under the Consumer Affairs Act or other available legal remedies.

9 1 Complaints and grievances

General service, financial and administrative complaints follow A2 Complaints and Grievances Procedure. Where appropriate, seek informal resolution within ten working days of the incident. Submit a formal complaint to QA within twenty working days. A2 specifies acknowledgement within five working days, investigation within fifteen and a written outcome within five after investigation. Appeal within ten working days to a senior reviewer not previously involved.

Use the formal route when informal contact is inappropriate, and the A23 unconflicted alternative for a concern about the usual contact. Students can seek support and representation without retaliation. Staff clarify mixed routes and preserve applicable deadlines.

9 2 Academic appeals

A1 Academic Appeals Procedure covers assessment, progression and mitigation decisions. Submit a formal appeal within ten working days of notification through the published LMS route or confirmed alternative contact. Grounds include procedural error, unfairness or bias, relevant new evidence and inadequate consideration of mitigating circumstances. For A4 decisions, an unsupported finding or disproportionate sanction can also be challenged.

For an ordinary assessment matter, prompt tutor clarification can assist, but it does not extend the formal deadline or prevent timely submission. An A4 misconduct appeal goes directly to the independent Appeals Panel without an informal stage with the original tutor. Three independent voters decide by majority; previous assessment, moderation, referral, first-instance decision or implementation involvement excludes a person from deciding the appeal.

The student receives a reasoned written outcome within fifteen working days of formal receipt; exceptional delay is explained with a revised date. A1 remedies include authorised correction, independent re-marking, reassessment or reconsideration of mitigation or progression. An appeal neither guarantees a higher mark nor automatically creates a fourth assessment attempt. Its authorised effect on deadlines, attempts and results is recorded and communicated.

10 Personal data and regulatory access

Before collection, the Academy supplies A5 Data Privacy and Usage Policy and information about purposes, legal bases, access, sharing, retention and rights. Necessary contractual or regulatory processing is separate from optional consent; acknowledgement waives no privacy rights.

Under Article 5 of the Further and Higher Education Act, Chapter 607, and subject to GDPR, the Academy provides MFHEA access to agreement information required for its functions within a reasonable time of a request. Applicable privacy and student-record controls govern access and retention.

Use the confirmed A5 contact for privacy requests. A5 explains access, correction, erasure, restriction, objection and portability rights, subject to their legal conditions, and complaints to Malta's Information and Data Protection Commissioner. Signing waives none of these rights.

Acknowledgement and signatures

Documents supplied with the agreement

Administration completes the issue record with the actual version or date and direct location of each document supplied before signature. Attach a continuation list if necessary. A link must give the student access to the identified version; a general reference to future publication is insufficient.

Approved programme specification and teaching calendar: _____

A10 Tuition and Refund Policy and financial schedule: _____

A18 assessment and progression rules and student guidance: _____

A3 Academic Integrity Acknowledgement: _____

A4 Academic Integrity and Misconduct Policy: _____

A1 Academic Appeals Procedure and submission contact: _____

A2 complaints procedure and submission contact: _____

A23 Code of Ethics and Professional Conduct: _____

AI and Generative AI Guidance for Staff and Students: _____

A24 Digital Conduct and Use Policy: _____

A5 privacy notice and monitored privacy contact: _____

Academic technical and access support contacts: _____

Student confirmation

I have received the completed agreement and the documents identified above, including the programme, financial and refund terms. I have had the opportunity to ask questions and understand my study obligations and the stated complaints and appeal routes. I agree to these terms and acknowledge receipt of the applicable policies. This acknowledgement is not a task-level AI declaration, recording or publicity consent, or a waiver of statutory, response, appeal or privacy rights.

Student signature or recorded electronic confirmation: _____

Date and electronic record reference if applicable: _____

Academy confirmation

The authorised representative confirms the completed particulars, supplied documents and agreed terms. Administration provides a copy of the signed agreement to the student and retains the actual version, signatories and dates. Neither a prefilled name nor this blank template constitutes a signature.

Authorised representative signature and role: _____

Date and agreement record reference: _____