

## **ACCESS AGREEMENT 2012/13**

### **Introduction**

Roehampton University is committed to widening participation and ensuring fair access to higher education. With a strong history of attracting students from a wide range of social and cultural traditions, Roehampton has already achieved considerable success in recruiting large numbers of students from diverse backgrounds and under-represented groups and is committed to their success, as evidenced by its strong record in retention and employment.

The most current benchmark data (2009-10) indicates that:

1. 95% of young, full-time first degree entrants to Roehampton come from state schools and colleges, substantially above the national average of 89%;
2. The proportion of young, full-time first degree entrants from the NS socio-economic groups classification 4, 5, 6 or 7 at Roehampton is 35%, substantially above the national average of 30%;
3. 27% of full-time first degree entrants are mature students, with the majority having no previous experience of higher education;
4. The University has been particularly successful at attracting BME students: Roehampton has twice the average proportion of BME students (36% of students who declare their ethnicity are from BME backgrounds, compared to the national average of 18%);
5. The University's non-continuation rate is 8.1% (representing those no longer in HE), very close to the national average (7.9%).

In 2010 over 54% of the first year intake qualified for a full maintenance grant (having a household income below £25k).

### **Fee limits, tuition fees above £6k**

Roehampton is a distinctive liberal arts university with a strong sense of collegiality and a commitment to social justice. Through its strong commitment to its students, and given their diverse backgrounds, the University has been very successfully in building the social capital and increasing the life chances of its students. A Roehampton degree therefore offers substantial value to graduates while at the same time benefitting society at large.

The University is committed to keeping fee levels as low as reasonably possible so as to promote access. However, the University is also conscious of the need to cover costs, to manage the uncertain HE environment, and to invest in the quality of the teaching and learning of its students. The University is expecting to lose more than 95% of its HEFCE teaching funding by 2014 and must in future be entirely reliant on tuition fees. At the same time we are taking significant steps to reduce costs and drive up other income. Between 2010 and 2012, staff and other costs will have reduced by over 15%. As well as managing the sustainability of the University, we are looking to provide students with high levels of support to enable them to secure a successful and fulfilling career. At the same time we aim to set a fee that is fair and reasonable, as well as transparent and easily understood.

The University has undertaken a great deal of work in preparation for the introduction of higher fees in 2012. In addition to extensive discussions at Senate, Council and Student Senate, we have consulted widely among staff, and engaged a leading consultancy firm to conduct an extensive market research survey among more than 1500 current students, enquirers, applicants and their parents. In addition, we have been able to draw on the emerging findings of an externally sponsored research project, looking at the attitudes of 16-18 year olds in one of the poorest parts of our city, undertaken by researchers in the Department of Social Sciences.

Based on this extensive research, and given that the majority of our students are from under-represented groups, the University has concluded that the best way to continue its success in widening participation is to focus on keeping fee levels as low as possible, rather than to redistribute a high proportion of fees paid by some students to others. It is understood from previous experience and from recent guidance that bursaries have been an ineffective tool for widening participation. Having considered the guidance from OFFA, and in light of its retention record and diversity profile, the University has decided to redistribute just over 10% of additional fee income over the £6,000 threshold. More will be redistributed in years one and two of the new scheme, as existing mandatory bursary commitments are seen through.

Given its mission and the nature of its student population, the University is committed to delivering value for money in how it prices its degrees. In order to maintain and develop the quality of its current offer, Roehampton intends to charge fees across three bands:

- Band A - £8,250;
- Band B - £7,900;
- Band C - £7,500.

The allocation of courses to bands is set out in the annex to this document. We intend to charge a lower level of fee for Foundation Degrees as a way of encouraging access. At the same time we believe that there is a case for charging a premium fee for programmes with high cost and/or specialist provision. We expect 70% of our students to be charged a fee of less than £8,000. All fee levels will rise annually in line with RPI.

For full-time undergraduate students entering under the new regulated fee regime from September 2012, the University will introduce a merit-based tuition fee waiver scheme that is in line with the existing Vice-Chancellor's scholarship scheme. The scheme will give scholarships of between £1,500 and £2,000 per year of study for students who achieve a tariff score of 340 or above. There will be no cap on the number of scholarships available and they will be available for all qualifications within the UCAS tariff scheme.

Under the new scheme, spend on fee waivers will impact the average full-time undergraduate fee, bringing the September 2012 regulated fee for new regime students under £7,500. In line with our commitment to widen access to students from under-represented groups, it is forecast that 14.1% the new fee waivers will go to students from OFFA's specified under-represented groups and 9.7% of new fee waivers will go to students in receipt of full state support.

The University has discussed this approach with the Student Union and they are convinced that this is a fair and equitable approach that current students will support. A letter indicating that support can be provided if required.

This new scheme will support the significant improvements the University has made in retention during recent years reflected in the achievement of the national average for non-completion for students starting in 2009/10.

The University is committed to informing current applicants of the change as soon as the new Access Agreement has been approved by OFFA. The proposal has been discussed with new applicants at recent open days and there was significant enthusiasm amongst applicants for it.

## Outreach

The University has developed a strong widening access programme. As part of its Strategic Plan, in 2006 the University adopted the goal of reaching every student in the Roehampton ward, which has one of the lowest participation rates in the country. This goal has now been achieved, in large measure through Aimhigher activities with partner institutions. The University intends to continue that work. Where these activities have previously been funded by AimHigher, the University will now use funds from additional fee income in order to maintain that current level of investment whilst continuing to review and evolve the activities, particularly focusing work on the key target group mentioned below.

Detailed information of Roehampton's access measures can be found in the University's WPSA 2010, but a brief overview is included below:

Roehampton focuses its access work on a number of key areas through partnerships and outreach work with schools and FE colleges particularly in south and west London – the University's home region:

- **Roehampton Student Ambassador Scheme:** trained students work in schools and on campus with groups of school children and young people on various activities.
- **Shadow a Student:** school and college students 'shadow' Roehampton students for a day and encounter different HE teaching methods in 'live' sessions, as well as study and social activities.
- **Subject Masterclasses:** these are designed to enhance understanding in GCSE subjects.
- **Sport, work and study:** effective time management sessions to enhance ability to cope successfully with competing pressures.
- **Activities for Gifted & Talented Students:** these include masterclasses in various areas such as modern languages, English, psychology, philosophy and creative writing.
- **Taster & Progression Days:** these are run in response to school requests and specifically for schools in our region that are identified as having low progression rates to HE.
- **Student Finance sessions and Student Life Q&A sessions:** with current undergraduates.
- **Academic Mentoring:** in-school sessions in various subject areas; Roehampton undergraduates work with secondary schools in the region to offer academic support to pre-GCSE students.
- **Year 12 and Year 13 Induction Days:** on-campus whole year group days to introduce students to and prepare them for university life.
- **Primary School Students' Campus Visits:** initial visits with generic information and activities.
- **Activities for Primary School groups:** age-appropriate activities designed by the University of Liverpool.
- **Mock Interview sessions:** confidence building sessions.
- **Community Sport activities:** working with local community and sports clubs.

- **Disability Support:** Roehampton University has full Access Centre Status. The Centre undertakes assessments for DSA and ensures that students with disabilities are assisted to participate in and complete HE programmes successfully
- **Partnerships with schools:** Roehampton University is committed to working closely with schools and colleges to foster collaborations that engender good practice, opportunities for inter-institution staff development, and the provision of sound information, advice and guidance to potential university students. The University has established a Secondary Schools and University Partnership group and has signed Memoranda of Understanding with participating schools – more details can be found in the Roehampton University WPSA 2010.

## **Retention**

The University has made significant improvements in its student retention. The latest figures for the 2008/9 cohort show that the University's non-continuation is very close to the national average. This is a significant achievement, particularly considering its relatively high proportion of non-traditional students. It is a clear indication of how studying at Roehampton is a path to improved social capital and a worthwhile qualification. Furthermore, the University will continue to allocate substantial funds to enhance the learning experience - through investment in staff and the learning environment.

## **Employability**

The University is committed to supporting its students to succeed on their courses and then move on to a fulfilling career. Whilst Roehampton has a strong record in employability it intends to build on this even further. In 2008-09, 88% of graduates were in employment or further study six months after graduation, compared to a UK average of 90%. We have this year created a new Student Development Office to enhance the support provided to students in developing their employability skills, bringing together the employment and careers service, placements, student entrepreneurship, volunteering and wider activities like extracurricular sports. In addition the University will be offering more opportunities for students to study abroad for a semester and is also looking at increasing opportunities for students to be employed on campus so as to provide both income and work experience.

## **National Scholarship Programme**

The University has been allocated 74 scholarships for 2012. We wish to keep our scheme simple and transparent: a complex system of selection would only add to the confusion inherent in the new funding system, as well as incur high administration costs, which we do not believe is an appropriate use of student fee income. We therefore welcome the Secretary of State's announcement that 'the programme will remain flexible in its initial years'. To keep in line with our financial model we will need to spread our contribution equally over 2 years – the recipients 2<sup>nd</sup> and 3<sup>rd</sup> years of study. This also encourages retention and helps students at each stage of their studies. We will distribute the scholarships based on a combination of household income and prior attainment, which supports our strategy to encourage aspiration among under-represented groups. In doing so we will acknowledge attainment through achievement at A level as well as other qualifications.

The University will allocate the National Scholarship Programme recipients a £1,000 cash bursary during their studies with the remainder of the award allocated as tuition fee waivers. The cash bursary will be made up of £300 in years 1 and 2 of their studies and £400 in their final year. Tuition fee waivers will be £2,700 in year 1, £1,200 in year 2 and £1,100 in year 3.

Awards will be made to the top 74 new entrants in year 1 by their tariff score that are in receipt of a full maintenance grant.

### **Targets and Milestones**

The University is committed to:

- Consistently out-performing the national average on a range of widening participation indicators: ethnicity, state school attendance, percentage of students from socio-economic groups 4,5,6 and 7
- Consistently meeting the national average rate for non-continuation
- Consistently meeting the national average rate for employment

Targets and milestones will be developed to reflect these priorities. Details are included in the attached template.

### **1. Monitoring and Evaluation arrangements**

The University will be monitoring annually the composition of its full-time home undergraduate population, using a range of internal and external WP indicators. Monitoring will be undertaken by the University Planning Office, and data will be regularly viewed by the appropriate individuals and committees across the University.

### **2. Provision of information to prospective students**

Full details of the levels of financial support available to prospective students of Roehampton University will be published in a variety of formats. These will include:

- Marketing and promotional literature
- Prospectuses
- Web-based information

Information presented for prospective students will be clear, concise and enable them to make informed choices based on accurate financial information. The University has brought in digital and marketing specialists to help re-design promotional material and especially using digital communities to help achieve this goal.

Government allocation of NSP funding will be matched in full. The government allocation will provide the basis for a student bursary in year one (£300) with the rest being allocated in fee waivers. Our contribution being paid in subsequent years of the course £300 in year 2 and £400 in year 3, applied pro-rata with the rest being allocated in fee waivers. This method encourages retention and helps students at each stage of their studies.

For full-time undergraduate students entering under the new regulated fee regime from September 2012, the University will introduce a merit-based tuition fee waiver scheme that is in line with the existing Vice-Chancellor's scholarship scheme. The scheme will give scholarships of between £1,500 and £2,000 per year of study for students who achieve a tariff score of 340 or above. There will be no cap on the number of scholarships available and they will be available for all qualifications within the UCAS tariff scheme.

Under the new scheme, spend on fee waivers will impact the average full-time undergraduate fee, bringing the September 2012 regulated fee for new regime students under £7,500. In line with our commitment to widen access to students from under-represented groups, it is forecast that 14.1% the new fee waivers will go to students from OFFA's specified under-represented groups (based on the recent OFFA outcomes report) and 9.7% of new fee waivers will go to students in receipt of full state support (based on actual figures for 2010-11, the percentage of new entrants to 2010-11 in receipt of full state support and with a tariff of 340+).

Table 5 - Milestones and targets

Table 5a - Statistical milestones and targets relating to your applicants, entrants or student body (e.g. HESA, UCAS or internal targets)

Please select milestone/target type from the drop down menu	Description (500 characters maximum)	Baseline year	Baseline data	Yearly milestones/targets (numeric where possible, however you may use text)					Commentary on your milestones/targets or textual description where numerical description is not appropriate (500 characters maximum)
				2012-13	2013-14	2014-15	2015-16	2016-17	
Ethnicity	Consistently out-perform the national average of the proportion of UG entrants from BME backgrounds	2009/10 entrants	51% white entrants	<60%	<60%	<60%	<60%	<60%	
State School (HESA Table T1b)	Maintain our current level of UG entrants from State Schools	2009/10 entr	95.10%	>95%	>95%	>95%	>95%	>95%	
NS-SEC (HESA Table T1b)	Consistently out-perform our benchmark for UG entrants from socio-economic groups 4,5,6 and 7	2009/10 entr	35.10%	35.2%	35.2%	35.2%	35.2%	35.2%	
Non continuation: All (HESA Table T3a)	Consistently meeting the national average rate for non-continuation	2008/09 entr	8.10%	7.9%	7.9%	7.8%	7.7%	7.6%	
Other (please give details in the next column)	Employment - consistently meeting the national average rate for employment	2008/09 Gra	88.40%	>90%	>90%	>90%	>90%	>90%	





## Annex A: Access agreements for 2012-13: OFFA template for mainstream ITT providers (HEIs and FECs)

<b>Name of institution</b>	University of Roehampton
----------------------------	--------------------------

**Please complete this template, and the Excel return at Annex B, and return to us using the HEFCE extranet by 30 March 2012.**

Where your arrangements are the same as for other courses, we would encourage you to cross-refer to your main agreement wherever possible, rather than seeking to replicate information from that main document here.

### **Part one: Introduction to your agreement**

#### **A. Your current position in relation to access and, where appropriate, retention**

*Please use this section to set out any specific issues or aims for your access agreement work in respect of ITT that aren't already set out in your existing agreement for 2012-13. This section doesn't have to be long; however, it will help us to understand what your access agreement is setting out to achieve in respect of ITT. You may wish to consider whether there are separate issues for undergraduate and postgraduate ITT.*

*You may also wish to cross-refer to the issues or aims stated in your main agreement, if appropriate.*

At the University of Roehampton, we currently (2011-12) have a new entrant intake for males studying undergraduate (UG) ITT of 15%. Two thirds of these male students (64%) are in receipt of the Full Maintenance Grant (FMG). Therefore, the current percentage of new entrant male students at Roehampton who study at UG ITT level and are in receipt of the FMG is 9.41%. We aim to increase the percentage of both male UG ITT groups (in receipt of FMG and total percentage) by 1% for each group, each year until 2015/16. Details of the proposed financial support for male UG ITT students in receipt of the FMG is outlined in section D below.

In the context of recruiting students from under-represented groups to the PGCE, Roehampton's ability to attract BME students (male and female) is significantly above the national average as shown on page one of our latest Access Agreement (2012-13), with 36% of students at Roehampton who declare their ethnicity stating they are from a BME background.

Further, we currently have an intake of BME students (male and female) of 17% studying at PGCE Secondary level which is an increase of 1% from the previous year and is 2% above the national average. This is a result of work undertaken to achieve a target to raise recruitment to those secondary subjects which had a lower BME intake than some others had. It was achieved in part by looking at BME applicants holistically i.e. at their potential and not just at past performance.

This tradition of recruiting from under-represented groups is one that we remain committed to and will inform our work to increase males to study ITT at Roehampton. Outreach activities to help us achieve increases are outlined in section E below.

## **Part two: Fee limits, spend on access and financial support for ITT trainees**

### **B. Fees you are proposing to charge for your ITT courses**

*Your access agreement should set out the tuition fees you intend to charge new entrants to a) undergraduate and b) postgraduate ITT in 2012-13. There is no requirement or expectation that your fee for undergraduate or postgraduate ITT should be the same as for your other courses – this is a matter for you to decide.*

£8,250 will be charged for new entrants to undergraduate ITT (BA Primary) and to PGCE ITT in 2012-13.

### **C. Amounts of additional fee income to be spent on access measures**

*Taking into account any new access agreement investment relating to ITT, as well as your existing agreement, what is your estimated spend on access measures as a proportion of your income over £6,000 per fee?*

*As a broad guideline, for undergraduate ITT, our starting expectation is the same as that set out in our original guidance on how to produce an access agreement for 2012-13 (see OFFA 2011/01, paragraph 39). For postgraduate ITT, we would expect you to recycle a minimum of around 10 per cent of your fee income over £6,000 on access or retention measures. (Note: we will be taking a holistic view when considering whether your proposed spend is in line with our expectations. In other words, we do not necessarily require you to ring-fence set amounts for undergraduate or postgraduate initial teacher training. You simply need to make sure that the overall levels of spend – including ITT – are in line with our expectations.)*

The University of Roehampton expects to invest approximately £170,000 in these measures. This represents 15% of additional income (above £6,000) from BA Primary Education tuition fees and 10% of additional income (above £6,000) from PGCE tuition fees. It is intended to allocate two thirds to outreach activity and one third to financial support for BA Primary Education students.

### **D. Financial support for trainees**

*In this section you should set out:*

- *what you plan to spend on targeted fee waivers, bursaries and in-kind support for a) undergraduate and b) postgraduate trainees in 2012-13*
- *the amounts of support and the eligibility criteria for new entrants.*

*You may wish to state whether the financial support for these trainees is the same or differs from your existing agreement.*

The University of Roehampton will make available bursaries of £3,000 available for male BA Primary Education students who are in receipt of a full maintenance grant. The bursary will be paid to the student at a rate of £1,000 a year, at the start of each academic year on successful re-enrolment. We will not be making financial support available to PGCE students.

### **Part three: outreach and retention**

#### **E. Outreach and retention work**

*If you are proposing to introduce additional outreach or retention work in respect of ITT, over and above the outreach/retention work you have committed to in your existing 2012-13 access agreement, please include details here.*

*Alternatively, please indicate where your outreach or retention work in respect of ITT is already covered by your main agreement.*

*For the purposes of an access agreement, outreach work includes any activity that involves raising aspirations and attainment among potential applicants from under-represented groups and encouraging them to apply to higher education. This includes outreach directed at young or mature students aspiring to full or part-time study. We particularly encourage sustained, co-ordinated activities that work with pupils and other potential applicants over a number of years.*

*By retention, we mean the additional (new) retention measures you commit to put in place to improve student retention and success (ensuring that trainees from under-represented groups access the full benefits of higher education).*

#### **Outreach**

The University will employ a variety of methods to attract more males, both school-age and college students, to ITT study, at both undergraduate and postgraduate levels. These will involve employing continuing male ITT students and alumni to act as positive role models through outreach undertaken in schools and colleges and at on-campus taster days with particular emphasis on boys' groups/classes; using Roehampton's education staff to talk at schools, colleges and HE Fairs promoting teaching as a career for men; and ensuring that all promotional material for ITT study includes images of male students in classroom situations, both on Roehampton's website and its printed materials, and on all external marketing undertaken. Examples of outreach will include developing activities that engage school students in recognising aspirational, innovative and exciting teaching through their own experiences; offering on-campus shadowing opportunities for school and college students interested in learning more about ITT study; and introducing new ITT-specific sessions at Open Days and other on-campus events. Further, we will operate an online Q&A forum for male enquirers interested in ITT; identify male attendees at HE fairs with an initial interest in ITT and invite them to participate in ITT-specific activities; send targeted messages to all male ITT enquirers with information and activities that promote teaching as a career,

including inviting them to participate in a web conference about teaching as a study/career choice.

### Retention

Roehampton has a thriving peer mentor system in place. We will further seek to engage existing male ITT students to act as peer mentors for new male entrants to ITT in order to continue to improve retention rates. In context, as stated on page one of our Access Agreement (2012-13) Roehampton's non-continuation rate is 8.1%, which is very close to the national average of 7.9%. We are committed to consistently meeting the national average rate, as stated on page four of our Access Agreement 2012-13.

ITT students, as with all students at the University of Roehampton, can access extensive academic and pastoral support, including the personal tutor system, Academic Learning Advisers, Student Welfare Officers and the Peer Mentor system. Details of these are given in the monitoring return for January 2012.

As an example of the value of the support and guidance provided to all PGCE Secondary students at Roehampton, in an exit survey conducted in June 2011, 93% rated this as good or higher.

Consistent with our aim to increase the percentage of male students studying ITT at Roehampton, we will endeavour to increase and include male ITT students in all of the above activities (outreach and retention) wherever possible.

### SCITTs

The University of Roehampton currently supports 4 SCITT programmes and will explore how we can work together to support access to and retention on programmes and achieve respective targets.

## **Part four: Targets, milestones and monitoring**

### **F. Targets and milestones**

*You may choose to develop specific additional targets and milestones which assess your performance in ITT over time – particularly if ITT trainees make up a significant proportion of your overall student body.*

*Alternatively, you may have targets and milestones in your existing 2012-13 access agreement which you now also wish to apply to undergraduate and/or postgraduate ITT trainees.*

*These targets may be statistical – based on how representative your entrants are and/or your retention performance – and might include annual or interim milestones to help you monitor whether you are making progress.*

*You may wish to include criteria around the numbers of trainees in receipt of a full or partial maintenance grant, as financial data will need to be collected to determine bursary support and the data will also be accessible through the Student Loans Company for HEBSS subscribers. You may also wish to consider the TDA guidance at Annex C which gives information on specific groups that are*

*underrepresented in the teaching profession.*

**In this section, please state whether you intend to develop additional targets and milestones, or the extent to which you intend to use targets and milestones in your existing agreement which you now wish to extend to apply to undergraduate and/or postgraduate ITT trainees. Where you have new or amended milestones and targets, you should set these out in your Excel template (Annex B) at Table 6.**

As stated in Section A above, at the University of Roehampton, we currently (2011-12) have a new entrant intake for males studying undergraduate (UG) ITT of 15%. Two thirds (64%) are in receipt of the Full Maintenance Grant (FMG). Therefore, the current percentage of new entrant male students at Roehampton who study at UG ITT level and are in receipt of the FMG is 9.41%. We aim to increase the percentage of both of these male UG ITT groups (i.e. those in receipt of FMG and the total percentage) by 1% for each group, each year until 2015/16.

Those full-time male UG ITT (BA Primary Education) in receipt of the FMG will be eligible to receive a total bursary of £3,000, paid at a rate of £1,000 a year, at the start of each academic year upon successful re-enrolment.

## **G. Your monitoring arrangements**

*In your existing 2012-13 access agreement, you set out how you intended to monitor your fulfilment of your agreement. If you wish to add anything further, following the inclusion of ITT in your agreement, you may do so here.*

We will operate the same monitoring arrangements as those stated previously in our 2012-13 Access Agreement.

## **Part five: Information to students**

### **H. Provision of information to trainees**

*As set out in our initial guidance for 2012-13 access agreements (OFFA 2011/01), you must publish clear, accessible and timely information for applicants and trainees on the fees you will charge and any financial support you will offer. This information should make it clear exactly what level of financial support you are offering trainees in each year of their studies. As well as providing clear and up-to-date information through your own information channels (websites, prospectuses etc), you also committed to provide such timely information to UCAS and SLC as they reasonably require to populate their applicant-facing web services. We will assume that this commitment extends to GTTR, where appropriate.*

*If you wish to add anything further, following the inclusion of ITT in your agreement, you may do so here.*

In addition to the provision of information to prospective students as stated in our Access Agreement of 2012-13, we will actively discuss fees and financial support at all outreach

## **Annex A**

activities that we undertake to promote males to study ITT at Roehampton. Please see the activities in part E above.

