

## Due Diligence Guidance notes for International Partnership Agreements

As a regulated academic institution in the UK, BU is required to carry out certain checks and review information about partners before entering into agreements, particularly where these relate to students or academic provision.

We carry out most of this work by reviewing publicly available information about our potential partners. In some cases, we will need to ask you to confirm certain information or provide further documents or information to us.

The information that we will check typically includes the following, and we have provided links below to our own information, so that you can review it as part of your own partner approval process.

Information	Notes	BU link
Your legal status and the source of your funding	Required so we can meet our regulatory requirement to check the suitability of our partners for the proposed arrangements.	<a href="#">Our charitable status   Bournemouth University</a>
Your status as an academic institution and details of your regulator	Required so we can meet our regulatory requirement to check the suitability of our partners for the proposed arrangements.	<a href="#">Quality &amp; Standards   Quality &amp; Standards   Bournemouth University</a>
Your mission, values and vision, and objectives for your institution	Required so we can check that your objectives are aligned with ours and the partnership will be successful.	<a href="#">Vision and values   Bournemouth University</a>
Other international partners	Required so that we can check the suitability of our partners for the proposed partnership and the student experience, where this is relevant.	<a href="#">Global partnerships   Bournemouth University</a>
The facilities and resources that you provide, including support for students and student services, including language support.	Required so that we can check the suitability of our partners for the proposed partnership and the student experience, where this is relevant.	<a href="#">Bournemouth University  </a>
Your quality assurance and management structures and supervision.	Required so we can meet our regulatory requirement to check the suitability of our partners for the proposed arrangements.	<a href="#">Quality &amp; Standards   Quality &amp; Standards   Bournemouth University</a>
Information about disputes that you have had that are relevant to the partnership, such as disputes with other international partners or with exchange students	Required so we can meet our regulatory requirement to check the suitability of our partners and the student experience, where this is relevant, we need to check that you have not had serious disputes with other partners or exchange students.  If you have had issues, we would want to discuss the circumstances with you to confirm whether or not it is relevant to the partnership we would like to have with you	As at April 2015 we have not had any such disputes
Information about your health and safety and equality policies and procedures	If students or staff may visit your institution, we have a responsibility under English law to ensure that appropriate steps are taken to address these matters.	<a href="#">Transport and safety   Bournemouth University</a> ; and <a href="#">Diversity   Facilities &amp; Resources   Bournemouth University</a>
Information about your anti-bribery policies	Under English law, we have responsibilities in some cases to check that our partners have appropriate arrangements in place to manage the risk of bribery.	<a href="#">Open and transparent   Bournemouth University</a>
Details of your Liability Insurance	Required to ensure our staff and students are covered by liability insurance at a suitable level.	BU hold various insurance covers with the most common being Public Liability (limit of £50M), Employers Liability (limit of £50M) and Professional Indemnity (limit £10M)
Your Annual Financial Reports	These allow us to understand fully how you are funded and the financial status of your organisation	<a href="#">Annual Review and Financial Statements   Bournemouth University</a>