

# NCG PARTNERSHIP ONBOARDING PROCESS



## EXPRESSION OF INTEREST

The potential partner will complete an Expression of Interest to outline partnership proposal, institutional alignment to NCG and detail current provision performance.



## EXPRESSION OF INTEREST FOLLOW UP MEETING

NCG will review appropriateness of Expression of Interest, follow up meeting/s will take place between the two institutions to gather more information.



## DUE DILIGENCE DECISION

Once institutional meeting/s have concluded, NCG Partnership and NCG Executive will decide to proceed to Due Diligence stage, a memorandum of understanding will be produced.



## STATEMENT OF WORK AGREED

NCG will produce a Statement of Work to outline the requirements of the Due Diligence process including access and fee requirements from the potential partner. Timeline to conduct Due Diligence will be created.



# DUE DILIGENCE (MIN 6 MONTHS)

## CENTRE REVIEW (SITE VISITS)

Assessments of central administrative process to ensure compliance with the regulatory framework. Review of policies and processes and a performance evaluation.



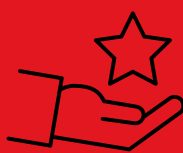
## FINANCIAL AUDIT

To ensure the organisation has the financial standing to support the delivery of the subcontract.



## INSTITUTIONAL APPROVAL

A review of finances, leadership, culture, address risk and assess physical, virtual and staffing estate.



## PROGRAMME APPROVAL

Review of partner completed approval documents including student materials. Support will be provided by NCG at this stage.



## NCG FINAL APPROVAL

Due Diligence report and outcomes are presented to NCG Corporation, final approval decision made prior to contract issue.



# DELIVERY PLANNING (3-5 MONTHS\*)

## PARTNER DELIVERY PREPARATIONS

Partner can initiate student recruitment, including set up of Student Loans Company finance application code. Completion of delivery planning activities (e.g. timetabling and lecturing staff allocation, staff training and approval, programme files creation, preparations for student induction and delivery). NCG support provided throughout.



## START OF STUDENT ACADEMIC YEAR

Partner will host student inductions prior to delivery to provide students with key information and guidance. Programme delivery commences.

