

This document is available in English and Welsh.

# Gateway Quality Review: Wales - Commission Form

In line with the published [Gateway Quality Review: Wales (GQRW) Handbook](http://www.qaa.ac.uk/reviewing-higher-education/types-of-review/gateway-quality-review-wales),  
providers should have first contacted the Higher Education Funding Council for Wales (HEFCW) (by email to: [regulationadvice@hefcw.ac.uk](mailto:regulationadvice@hefcw.ac.uk;)) to indicate their intention to undergo GQRW before submitting this form.

This form is to be used by a provider to inform QAA of its intention to commission GQRW.   
All expected costs are listed below.

Please email your completed form to: [ARCadmin@qaa.ac.uk](mailto:ARCadmin@qaa.ac.uk)

## Part 1: Provider information

Please supply the following information about your provider:

|  |  |
| --- | --- |
| **Provider's name** |  |
| **UKPRN**  [www.ukrlp.co.uk](http://www.ukrlp.co.uk/) |  |
| **Name and job title of  head of provider**  (including salutation) |  |
| **Contact details**  (telephone/email) |  |
| **Provider's name/legal title**  (registered company name) |  |
| **All names by which the provider has been known over the last  four years** |  |
| **Provider's legal identity**  (company, partnership,  sole trader, and so on) |  |
| **Registered company/charity address and registration number** |  |
| **Operating address(es)**  (Please detail addresses of all relevant campuses, sites or offices that form part of the provider delivering education to students) |  |
| **Start date of first higher education programme delivered in the UK** |  |
| **Provider's website address** |  |
| **Welsh language**  Please confirm whether the provider has a compliance notice from the Welsh Language Commissioner |  |

Please also supply a separate document with the following:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Programme delivered** | **Level**  (4-8) | **Number of students** (headcount) | **Awarding body/organisation**  (if applicable**)** | **Delivery site**  (where there are multiple campuses, or where there is a delivery partner involved) | **Delivery partner**  (if applicable) |
|  |  |  |  |  |  |

## Part 2: Fees

|  |  |
| --- | --- |
| Gateway Quality Review: Wales  (for a standard two-day visit) | £24,605 |
| Additional charge for non-standard  visit length\* | £2,745 |
| Action planning and follow-up activity\*\* | £3,090 |

Please note, the provider is required to make full payment to QAA before the review process can commence. Within three weeks of receipt of payment, QAA will take the necessary steps to initiate Stage 1. Please refer to pages 7 and 8 of the GQRW Handbook for further information on the stages of the review.

\* If a three-day visit is required as determined by the initial assessment, an additional fee will be charged as outlined above.

\*\*Following the GQRW, where a provider has received a judgement of 'limited confidence' or 'no confidence' in one or both of the judgement areas, the provider will be required to develop an action plan that addresses the areas for development and specified improvements identified. QAA will work with the provider to determine the level of intensity of any follow-up action. The fee shown is the maximum cost chargeable depending on the required activity.

# Part 3: Finance contact

Please provide details of the person with whom our finance team should liaise regarding payment of the review fee.

|  |  |
| --- | --- |
| **Name and job title of the finance contact**  (including salutation) |  |
| **Contact details**  (telephone/email) |  |

**Internal use only:**

QMIS no:

Review code:

Cost centre:

Last updated – July 2023

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Registered charity numbers 1062746 and SC037786

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