

## Credit Accumulation & Transfer Scheme (CATS) Management Project

recognition and support through ILM membership. ILM formed in November 2001 through the merger of the Institute of Supervision and Management (ISM) and NEBS Management (National Examining Board for Supervision & Management).

### Middlesex University

The Burroughs, Hendon, London NW4 4BT  
www.mdx.ac.uk

### Darryll Bravenboer, Head of Employer Led Curriculum Development

d.bravenboer@mdx.ac.uk Tel: 020 8411 5479

Based on two major campuses in north London and a campus in Dubai, Middlesex is the base for some 25,000 students worldwide, studying for undergraduate and postgraduate qualifications in the arts, business, computing, education, health, humanities, law and the social sciences.

£50m has been invested in new learning and social facilities at the Hendon campus, with further new laboratories and learning resources for health and social sciences opened in 2008 and education and performing arts set to transfer to Hendon in 2012.

Middlesex has become a leader in the UK for attracting large numbers of students from all over the world, and at the same time is in the vanguard of universities which are contributing to the Government's aims of increasing and widening participation in higher education.

### OCN London Region

15 Angel Gate, City Road, London EC1V 2SF  
www.ocnlr.org.uk

### Jacquie Mutter, Deputy Chief Executive

j.mutter@ocnlr.org.uk Tel: 020 7689 5641

OCN London is an Ofqual approved national awarding organisation and the largest Access Validating Agency in the country. They offer a broad

range of Access to Higher Education Diploma Qualifications through member colleges which have enabled thousands of adult learners to progress into HE.

OCN London was one of the pioneers of the Credit Accumulation System and was closely involved in the development of the QCF. It works with a significant number of colleges, private providers and charitable organisations in meeting learners' needs by offering flexible and fit for purpose national QCF qualifications. OCN London also work in partnership with the National Open College Network (NOCN), the second largest provider of qualifications on the QCF.

### Westminster Kingsway College

The Victoria Centre, Vincent Square, London SW1P 2PD

www.westking.ac.uk

### Howard White, Head of HE, Business & ICT

howard.white@westking.ac.uk Tel: 020 7802 8921

Westminster Kingsway College is one of the largest further education colleges in central London with centres in Camden and Westminster. The College has about 14,000 students across all age ranges and offers a wide range of further, adult and higher education programmes for people of all ages. The College offers a range of full-time and part-time courses giving students the opportunity to gain vocational, professional and academic qualifications at different levels that are tailored directly to employment opportunities.

Courses include Access to Higher Education and Foundation Degrees in a wide range of subjects including Business, Accounting, Public Administration, Hospitality, Travel & Tourism and Culinary Arts.

Together with the above Westminster Kingsway College offers a wide range of courses aimed at all ages and skills.

### How the project will work

The project is managed by a Project Manager and overseen by a Project Steering Group which will meet at regular intervals between the start of the project, 1 July 2012 and the end, 30 June 2013. Individual partners will develop their own work-plans within an overall framework of development. It is likely that other partners may join the project as it gets underway.

The project will focus on meeting the following overall aims:

- To develop a comprehensive framework of curriculum provision that supports transition to named management courses / awards at levels 4/5 from a range of discrete level 3 provision at respective partner HEIs/FECs
- To develop this offer, in association with the professional bodies, CMI, ILM, City & Guilds and IAM, to facilitate take-up of professional body accreditation, where appropriate
- To examine ways of embedding the use and take-up of APEL to enhance the flexibility and potential time-frame within which individual students can progress through named awards
- To support credit articulation of this provision, to enhance flexibility of take-up
- To publicise this offer to students in a timely and appropriate manner
- To support transferability of this process to other curriculum areas (e.g. STEM; Sustainable Development)

### The project will organise and produce

- A flexible management curriculum offer which clearly articulates credit, professional body alignment, APEL and HE progression opportunities
- Articulation Agreements between sending and receiving institutions which specify the courses

available for progression at higher levels to Level 3 learners

- Information, Advice and Guidance materials which specify the management offer available to students, including opportunities for APEL and the accreditation of professional qualifications
- A Staff Handbook and case studies
- A project dissemination conference in June 2013
- A final report to the Association of Colleges (AoC)

### How to get involved

The project is keen to hear from individuals and organisations that have expertise in the area of credit transfer or management. If you would like to get involved, please contact the Project Manager, Pam Calabro on p.calabro@linkinglondon.ac.uk or Tel: 07507/ 558096 for an informal discussion and to find out about future project meetings.

This leaflet reflects the views of the author only, and neither BIS nor the AoC can be held responsible for any use which may be made of the information contained therein.

### Co-ordinating partner:

Linking London

Birkbeck, University of London

Malet Street, Bloomsbury

London, WC1E 7HX

Phone: 020 7380 3223

Email: s.betts@linkinglondon.ac.uk

p.calabro@linkinglondon.ac.uk

Web Pages: www.linkinglondon.ac.uk/cats-project/



## Credit Accumulation & Transfer Scheme (CATS) Management Project

*Working in Partnership to Create Opportunities*



Funded by



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### The CATS Project

The Credit Accumulation and Transfer Scheme (CATS) is used by many universities in the United Kingdom to monitor and reward passage through a modular degree course and to facilitate movement between courses and institutions.

The project aims to develop a flexible credit-based curriculum in the area of management courses to support the progression of students from level 3 programmes in business or vocational courses at a range of further education colleges in London, to Level 4 courses in management and related disciplines in universities in the capital.

It is one of seven projects nationally, which are funded by BIS and administered by the Association of Colleges (AoC) and supported by the Skills Funding Agency.

### Why is it needed?

Students are often unaware of what options and opportunities are available to them in the area of management and there is, currently in the UK, a shortfall in the supply of qualified business managers, with just one in five being qualified in management. The project hopes to help remedy this in London by making clear to potential learners what opportunities exist for learning and accreditation on management programmes at HE level. It will encourage the use and development of credit to open up more flexible learning opportunities and also seek to strengthen the recognition of APEL (the Accreditation of Prior Experiential Learning) and accreditation of professional qualifications, wherever possible.

### Key Partners

**The project is managed by:**

**Linking London, Birkbeck, University of London,  
Malet Street, WC1E 7HX  
[www.linkinglondon.ac.uk/cats-project/](http://www.linkinglondon.ac.uk/cats-project/)**

**Sue Betts, Director**

[s.betts@linkinglondon.ac.uk](mailto:s.betts@linkinglondon.ac.uk) Tel: 07951 334859

**Pam Calabro, Project Manager**

[p.calabro@linkinglondon.ac.uk](mailto:p.calabro@linkinglondon.ac.uk) Tel: 07507 558096

Hosted by Birkbeck College, Linking London is a unique and diverse network of education partners, from small adult focused organisations through to large multi-purpose further education colleges, highly prestigious research intensive universities plus awarding and professional bodies and unionlearn. It was originally set up to improve and create opportunities for vocational learners to progress into and through HE and to support the staff that enable it. Linking London will provide a central coordinating role for the CATS project and distil best practice over the year of operation.

**The CATS project is a collaborative project and there are 11 partners currently, including:**

**Birkbeck, University of London**

Malet Street, Bloomsbury, London WC1E 7HX  
[www.bbk.ac.uk](http://www.bbk.ac.uk)

**Dean Pateman, Academic Registrar**

[d.pateman@bbk.ac.uk](mailto:d.pateman@bbk.ac.uk) Tel: 020 7380 3056

Part of the University of London (UoL), Birkbeck is a vibrant centre of academic engagement and excellence, and London's only specialist provider of part-time and evening higher education. Birkbeck welcomes students who may not have conventional qualifications and encourages them to reach the highest standards of achievement. Students are

taught by academic staff who are not only experts in their subjects, but also have a wealth of experience in supporting and encouraging part-time students tackling academic challenges.

In the 2005 National Student Survey, Birkbeck was voted number one for teaching and over 90% of Birkbeck academics are research-active, the highest rate for any multi-faculty institution in London; in the 2006 survey Birkbeck was voted number 1 in London for overall student satisfaction and this year (2012) was joint first with Royal Holloway.

**Chartered Management Institute**

2 Savoy Court, London WC2R 0EZ

[www.managers.org.uk](http://www.managers.org.uk)

**Ann Bell, CMI London Volunteer Manager**

[ann.bell200@talktalk.net](mailto:ann.bell200@talktalk.net) Tel: 01245 48487

CMI, with more than 90,000 members, is the only chartered professional body in the UK dedicated to promoting the highest standards in management and leadership excellence.

CMI is the only chartered body in the UK that awards management and leadership qualifications, and the only body that awards Chartered Manager, the hallmark of any professional manager. It literally sets the standards that others must follow.

For managers, when they join the CMI they're making a statement about their standards and determination to continue to develop their management skills.

For employers, they are able to draw on the CMI's experience of helping to get the best out of managers. Helping managers achieve CMI qualifications and assessing training needs is just a small part of its offer to employers.

With this powerful mandate from the management community, the voice of its members has the potential to be heard at the highest levels in government, education and business.

**City & Guilds**

1 Giltspur Street, London, EC1A 9DD

[www.cityandguilds.com](http://www.cityandguilds.com)

**Geoff Holden, Senior Policy Advisor**

[geoff.holden@cityandguilds.com](mailto:geoff.holden@cityandguilds.com) Tel: 020 7294 2735

The City & Guilds Group is the UK's leading vocational awarding organisation, offering more than 500 qualifications over the whole range of industry sectors, through 8,500 colleges and training providers in 81 countries worldwide. Two million people of all ages start City & Guilds qualifications every year, spanning levels from basic skills to the highest standards of professional achievement. All City & Guilds qualifications are designed to help people and businesses achieve growth, prosperity and success.

**City & Islington College**

The Marlborough Building, 28 – 42 Blackstock Road, London, N4 2DG

[www.candi.ac.uk](http://www.candi.ac.uk)

**Ian Sterling, HE Co-ordinator**

[ian.sterling@candi.ac.uk](mailto:ian.sterling@candi.ac.uk) Tel: 020 7009 379

City and Islington College is one of the most successful colleges in the country and has been awarded Learning and Skills Beacon status. It has five specialist centres spread out across North London and offers over 450 qualifications at all levels, from Basic Skills to Higher Education, featuring GCSEs, A-levels and extensive BTEC, HND, HNC and Foundation programmes.

The college has strong links with universities including City University, Queen Mary University and Corpus Christi College at University of Cambridge.

**City of Westminster College**

25 Paddington Green, London W2 1NB

[www.cwc.ac.uk](http://www.cwc.ac.uk)

**Lyndon Sly, Director of HE Development**

[lyndon.sly@cwc.ac.uk](mailto:lyndon.sly@cwc.ac.uk) Tel: 020 7258 2919

City of Westminster College offers around 300 full and part-time courses to over 8,000 students each year. It has five centres in Paddington, Maida Vale, Queens Park, Marylebone and the Cockpit Theatre.

CWC offers 28 subjects at A Level and 11 subjects at GCSE. Their course offer also includes Access to Higher Education, Administration, Animation, Art & Design, Building Services, Business, Computing & ICT, Digital Design, E-Media, Electrical Installation, Engineering, Entry to Employment, ESOL, Foundation Degrees, Game Design, Health & Social Care, Media, Motor Vehicle, Performing Arts, Photography, Plumbing, Science, Sound & Music, Sport & Recreation, Travel & Tourism and TV & Video studies.

They have a Centre of Vocational Excellence (CoVE) in New Media Technology and are an associate college of the University of Westminster and Middlesex University. They are also a key partner in the Westminster 6fConsortium, working with all schools in Westminster.

**Hillcroft College**

South Bank, Surbiton, Surrey, KT6 6DF

[www.hillcroft.ac.uk](http://www.hillcroft.ac.uk)

**Jacqui Beckford-Walker, Head of Curriculum & Curriculum Innovation**

[jbeckford-walker@hillcroft.ac.uk](mailto:jbeckford-walker@hillcroft.ac.uk)

Tel: 020 8399 2688

Hillcroft is a National Educational Charity for Women. Since its foundation in 1920 it has constantly evolved to respond to the educational needs of women.

The National Residential College for Women, (which the Charity started at this time), remains the first and, still the only, College of its type in the UK even today. Based on the outskirts of London, it has remained a centre for many women to stay and study successfully.

Working in Partnership to Create Opportunities

**Institute of Administrative Management**

6 Graphite Square, Vauxhall Walk, London SE11 5EE

[www.instam.org](http://www.instam.org)

**Anna Lemmon, General Manager**

[anna.lemmon@instam.org](mailto:anna.lemmon@instam.org) Tel: 020 7091 2604

The Institute of Administrative Management (IAM) is the oldest professional institute for management professionals in the UK. It offers innovative and rewarding specialist qualifications and membership services. It focuses on developing administrative managers, professional administrators and business leaders.

The Institute currently supports 18,000 people studying for IAM qualifications around the world, as well as professional members from 58 countries. Students and recent graduates can also enjoy the benefits of IAM membership.

**Institute of Leadership and Management**

Stowe House, Netherstowe, Lichfield,

Staffordshire WS13 6TJ

[www.i-l-m.com](http://www.i-l-m.com)

**David Pardey, Head of Policy and Research**

[david.pardey@i-l-m.com](mailto:david.pardey@i-l-m.com) Tel: 01749 673757

The Institute of Leadership & Management (ILM) is the UK's largest management body, combining industry-leading qualifications and specialist member services.

ILM is founded on the principle that skilled managers and leaders hold the key to creating productive workforces that deliver organisational and economic success. Their qualifications and membership services combine to drive up the standards of leadership and management and improve individual and team performance.

Last year 90,000 people enhanced their leadership and management skills with an ILM qualification, while over 30,000 ambitious management professionals secured increased professional