

Modes of Study Policy

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Department / Function: Academic Quality & Standards

Policy Owner: Dean – Dr Manoj Ponugubati

Oversight Committee: Academic Board

Approving Body: Academic Board (Recommended) / Board of Governors (Final Approval)

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Regulatory Alignment with Office for Students (OfS) Conditions

The Modes of Study Policy forms part of the London Academy for Applied Technology's (LAAT) academic delivery and student experience framework. The policy defines the different modes of study through which programmes may be delivered, including full-time, part-time, and hybrid learning arrangements, and outlines how the institution supports students with diverse learning needs.

The policy aligns with **OfS Condition B1 (Academic Experience)** by ensuring that students receive a high-quality academic experience regardless of their mode of study. It also supports **OfS Condition B2 (Resources, Support and Student Engagement)** by ensuring appropriate learning resources, academic support, and accessible learning environments for all students, including those with accessibility needs.

In addition, the policy supports **OfS Condition C1 (Consumer Protection Law)** by ensuring transparency regarding programme delivery modes and study expectations. Through this policy, LAAT demonstrates its commitment to flexible and inclusive learning opportunities that enable students to engage effectively with their studies.

Terms of Reference

1. Purpose

The purpose of this policy is to define the different **modes of study** offered at the London Academy for Applied Technology (LAAT) and to ensure that programmes are delivered in ways that support flexibility, accessibility, and academic quality.

The policy outlines:

- the types of study modes available to students

- expectations regarding programme delivery and student engagement
- arrangements to support students with specific learning or accessibility needs

The objective is to ensure that all students have equitable access to learning opportunities regardless of their mode of study.

2. Scope

This policy applies to:

- All academic programmes delivered by LAAT
- All students enrolled at LAAT
- All academic and professional staff involved in programme delivery and student support

The policy covers programme delivery across different study formats including **full-time, part-time, and hybrid learning** arrangements.

3. Principles

LAAT's approach to programme delivery through multiple study modes is guided by the following principles:

Accessibility and inclusivity

Learning opportunities should be accessible to students with diverse backgrounds and needs.

Flexibility of learning

Students should have options that enable them to balance academic study with other commitments where appropriate.

Consistency of academic standards

Academic standards and learning outcomes must remain consistent across all modes of study.

Quality of student experience

Students should receive appropriate academic support, learning resources, and engagement opportunities regardless of study mode.

Transparency

Information about programme delivery modes and expectations will be clearly communicated to students.

4. Modes of Study

LAAT may deliver programmes through the following study modes:

4.1 Full-Time Study

Full-time study typically involves a structured timetable of teaching, learning activities, and assessments within an academic year.

Students enrolled in full-time programmes are expected to:

- attend scheduled teaching sessions
- participate actively in learning activities
- complete assessments within the designated academic timelines.

4.2 Part-Time Study

Part-time study allows students to complete a programme over a longer period with a reduced academic workload each term.

This mode of study supports students who may have:

- employment commitments
- family responsibilities
- other personal circumstances requiring flexible study arrangements.

Programme structures will ensure that part-time students achieve the same learning outcomes as full-time students.

4.3 Hybrid Learning

Hybrid learning combines **in-person teaching with online or digital learning activities**.

This approach may include:

- face-to-face teaching sessions
- online lectures or seminars
- digital learning resources and virtual learning environments.

Hybrid learning aims to enhance flexibility while maintaining academic engagement and quality.

5. Support for Students with Accessibility Needs

LAAT is committed to ensuring that students with accessibility needs receive appropriate support to participate fully in their studies.

Support measures may include:

- reasonable adjustments to teaching and assessment
- access to assistive technologies
- flexible learning arrangements
- academic and wellbeing support services.

These arrangements will be aligned with LAAT's **Equality, Diversity and Inclusion Policy** and **Student Support and Wellbeing Policy**.

6. Programme Delivery and Academic Standards

Regardless of the mode of study, LAAT will ensure that:

- programme learning outcomes remain consistent

- assessment standards are maintained
- students receive appropriate academic support and learning resources.

Programme design and delivery will be monitored through the institution's academic quality assurance processes.

7. Communication with Students

LAAT will ensure that students receive clear information about their programme delivery arrangements.

Students will be informed about:

- the mode of study associated with their programme
- expectations regarding attendance and participation
- available academic and support services.

This information will normally be provided through programme specifications, student handbooks, and institutional communications.

8. Monitoring and Review

Oversight of this policy will be provided through LAAT's governance structures, including:

- Academic Board
- Programme Review Processes
- Senior Management Team

The policy will normally be reviewed annually to ensure continued alignment with regulatory expectations and institutional priorities.

9. Responsible People / Roles include

- **Dean (Policy Owner) – Dr Manoj Ponugubati**
Provides strategic oversight of programme delivery and academic quality.
- **Programme Lead – Mr Amarjeet Singh**
Ensures programmes are delivered effectively across different modes of study.
- **Student Experience Lead – Dr Ruchi Singla**
Coordinates student support and engagement across learning formats.
- **Governance Lead – Dr Abul Hossain**
Ensures governance oversight and regulatory compliance related to programme delivery.

List of people and contact

Role	Name	Contact Email
Dean	Dr Manoj Ponugubati	manoj@laat.ac.uk
Programme Lead	Mr Amarjeet Singh	Amarjeet.singh@laat.ac.uk
Student Experience Lead	Dr Ruchi Singla	ruchi.singla6@laat.ac.uk
Governance Lead	Dr Abul Hossain	abul@laat.ac.uk

10. List of Document

Programme Approval and Review Procedures
Student Support and Wellbeing Policy
Equality, Diversity and Inclusion Policy
Learning, Teaching and Assessment Policy
Student Protection Plan Policy

11. Evidence

Programme specifications
Student handbooks
Timetable and teaching delivery records
Student accessibility support plans
Student feedback and survey data

Mapping Table for Evidence Items Related to OfS Conditions

Evidence Item	Purpose / What it Demonstrates	Relevant OfS Condition
Programme specifications	Demonstrates that programme delivery modes and learning outcomes are clearly defined and communicated.	Condition B1 – Academic Experience
Student handbooks	Shows that students receive clear information regarding programme delivery, expectations, and support services.	Condition C1 – Consumer Protection Law

Teaching delivery records	Demonstrates that programmes are delivered consistently across different study modes.	Condition B1 – Academic Experience
Accessibility support plans	Shows that students with accessibility needs receive appropriate learning adjustments and support.	Condition B2 – Resources, Support and Student Engagement
Student feedback and survey data	Demonstrates that student experience across different study modes is monitored and reviewed.	Condition B2 – Resources, Support and Student Engagement