

28/07/2014

Institutional Response: External Examiner Annual Report 2013-2014 - Certificate of Higher Education (Languages)

Dear Dr Baumann

I am writing further to the receipt of your External Examiner's Report.

In accordance with our standard practice, a copy of the Report is being forwarded to the Cardiff Centre for Lifelong Learning, who will use its contents to help inform its Annual Review and Enhancement process. The University is pleased to note your positive comments, including:

- a. [1, 2 and 3] your positive indications regarding the programme structure, academic standards and assessment process;**
- b. [6] your commendation of staff of the Centre and of the operation of the Examining Board.**

Your Report does not appear to raise any specific issues that require a more detailed response. Accordingly, the Centre has not been asked to respond formally to the Report.

In order to meet the expectations of the QAA Quality Code, both the External Examiner Annual Report and this Institutional Response will be published on Registry web pages and will be available publically.

The University's provision of the formal Institutional Response is not intended to constrain direct communication between schools and their External Examiners. Schools and the Centre are encouraged to discuss with their External Examiners any matters of detail raised in their Reports and, more widely, any issues impacting on the quality and standards of awards, including possible changes to programmes.

We are most grateful for your comments and for your support in this matter.

Yours sincerely,

Dr C B Turner
Academic Registrar