

## ADDITIONAL UCL STUDENT TERMS AND CONDITIONS FOR THE PROGRAMME

### 1. INTRODUCTION

- 1.1 University College London (**UCL**) and Port of London Authority (**PLA**) (together **the Academic Parties**) by an agreement dated

\_\_\_\_\_ (**the Agreement**),  
have agreed to collaborate on the delivery of the UCL degree programme of MSc Geospatial Sciences – Hydrographic Surveying (**the Programme**) leading to an award from UCL.

You have applied to UCL to study for the Programme and UCL has offered you a place to study on the Programme subject to the standard UCL student terms and conditions and these additional UCL student terms and conditions relating to your specific programme of study.

- 1.2 The Student and the Academic Parties are hereinafter referred to as **the Parties**.

### 2. PLA CONTRIBUTION TO THE PROGRAMME

- 2.1 PLA will provide the following contributions (**the PLA Contributions**) to the Programme:

2.1.1 CEGE 0045 Hydrographic Applications (15 credits) - The taught components of this module will be delivered over 20 sessions, two sessions per week in Term 2 of the Academic Year, between January and March. PLA staff will deliver 13 of the 20 sessions at UCL premises. Additionally, PLA will host the students for three boat days at the PLA Gravesend facility and onboard PLA survey vessels. An additional boat day may be required and will be hosted by PLA depending on the class size. PLA shall contribute to the setting and marking of parts of each assessment component.

2.1.2 CEGE 0093 Applied Field Project (15 credits) - This module will be delivered in Terms 2 and 3 of the Academic Year, normally between January and June. The module will be delivered through briefings and self-directed preparatory work, facilitated by PLA and UCL according to their expertise, as determined by UCL. Teaching will take place at UCL. The main part of this module is a two week field exam component which will take place at a location to be confirmed in Term 1 and will be facilitated by PLA aboard their vessels as necessary. Completion of reports and project deliverables will be done at UCL. Assessment of this module will be done jointly by the PLA and UCL.

- 2.1.3 CEGE0049: Individual Research Project (60 credits) - For those Students that have selected and been assigned a Research Project topic proposed and supported by PLA, PLA will provide at least 1 hour per week supervision meetings, data, software and equipment necessary for the completion of the work within the agreed timeframe for the project. Assessment of this module; where students have selected a PLA project, will be done jointly by the PLA and UCL.
- 2.2 The regulatory framework of UCL relating to the assessment and examination of students on UCL's programmes of study, including provisions for academic appeals, academic misconduct and extenuating circumstances shall apply to the Programme, including the Module and Dissertation.
- 2.3 You shall maintain your student registration status at UCL throughout the Programme.
3. **FEES**
- 3.1 The PLA's Contributions are included in the tuition fees that you pay to UCL and you shall not be required to pay additional tuition fees to PLA in connection with the PLA's Contributions.
- 3.2 Additional costs to students related to the completion of the Programme are set out in the UCL Programme online prospectus available at <https://www.ucl.ac.uk/prospective-students/graduate/taught-degrees/geospatial-sciences-hydrographic-surveying-msc> .
4. **STUDENT DISCIPLINARY AND COMPLAINTS PROCEDURE**
- 4.1 When you are attending PLA premises for activities relating to the PLA Contributions, you will be subject to the policies, regulations and procedures of PLA relating to your physical attendance at PLA, including, for example, health and safety, substance misuse and any other policies relating to safety, security, attendance and appropriate conduct at the PLA premises (the **PLA Policies**).
- 4.2 Any alleged breach of the PLA Policies will be dealt with by PLA in co-operation with UCL as appropriate, in accordance with its applicable policies, regulations and procedures, as amended from time to time. The PLA shall inform the UCL Programme Leader of any breach of the PLA Policies as well as the outcome of any such investigation undertaken by the PLA. UCL may then determine whether the alleged breach also constitutes a breach under the relevant UCL rules, regulations and processes and may investigate the alleged breach in accordance with its rules, regulations and procedures.

- 4.3 Where you wish to complain about any specific service or facility provided by, or a student or member of staff from, PLA in relation to the PLA Contributions the relevant complaints procedure of PLA will apply. PLA will bring all such complaints to the attention of UCL.
- 4.4 In order to ensure that all academic appeals, complaints and allegations of misconduct are handled fairly and consistently, UCL and the PLA will share information and provide each other with reasonable assistance in connection with the handling, administration and conduct of complaints and student conduct procedures.
- 4.5 Please note that a breach of the PLA Policies by a Student may result in PLA not allowing that Student to participate in the elements of the Programme delivered by PLA as described in Clause 2.1. UCL will deal with the consequences of this as regards the Student in accordance with its applicable regulations, policies and procedures. This may result in the Student not being able to complete the Programme.

## 5. USE OF PERSONAL DATA

- 5.1 You acknowledge that:
- 5.1.1 each of UCL and PLA holds, collects and uses information about its students (including prospective, current and former students) for academic, administrative, verification, management, pastoral and health and safety purposes; and
- 5.1.2 when a student leaves UCL and PLA appropriate data is kept as a permanent record to enable UCL and PLA, if necessary, to provide references on a student's behalf, or to maintain a record of a student's achievements.
- 5.2 You hereby acknowledge that each of UCL or PLA may pass and share your information with the other institution and to other third parties (including any appointed agents or sub-contractors of UCL and PLA for the purposes of providing the modules, the research project and the Programme. Further examples of data sharing and processing are available in the PLA Privacy Policy and the UCL General Student Privacy Notice. Each Party shall provide an up-to-date URL to enable access to their respective privacy notices on request.

## 6. INTELLECTUAL PROPERTY RIGHTS

- 6.1 For the purposes of this Clause, **IPRs** means all and any copyright works, patents, discoveries, improvements, inventions, trade marks, designs, information, data, formulae, specifications, results of tests and field trials, diagrams, expertise,

techniques, technology, know-how, and other intellectual property of any nature whatsoever, including applications and the right to apply for registration of any of the foregoing rights.

- 6.2 Ownership of any IPRs modified, conceived, created or developed by you in the course of studying on the Programme will be determined in accordance with the terms of the applicable student intellectual property policy in place at UCL unless otherwise agreed in writing by the Parties.

7. **CONFLICT**

- 7.1 You acknowledge that upon your acceptance of an offer of a place on the Programme, a contract is formed between you and UCL the terms of which comprise:

- (1) the UCL standard student contract; and
- (2) these terms and conditions;

and you agree that in the event of conflict arising between (1) and (2) the terms of (2) shall prevail.

8. **GOVERNING LAW**

- 8.1 These terms and conditions, and any dispute or claim arising out of or in connection with their subject matter or formation (including non-contractual disputes or claims), shall be governed by, and construed in accordance with, English law, and the Parties irrevocably submit to the exclusive jurisdiction of the courts of England and Wales.