

# AMS Student Charter



AMS aims to inspire students to become innovative professionals, connecting them to exciting and rewarding careers. Everything we do is designed to equip you with both the academic knowledge and practical skills to succeed in your chosen career. This Charter underlines the commitments we make and what we expect from you.

AMS undertakes to:

- Develop a culture of mutual respect, equality of opportunity and professionalism between staff, teachers and students

AMS undertakes to provide:

- High standards of teaching and academic support, advice and guidance.
- A Course Coordinator who support you in your academic studies.
- Opportunities and support for feedback and formal student representation and participation so that students' views can be represented in course management and development and wider academic policy and review.
- Access to library and IT facilities to support your learning (except AMSONline students).
- An appropriate physical environment which supports your learning and your physical safety.

AMS undertakes to provide the following information:

- Course and module handbooks which detail assessment criteria, contact hours, mode of delivery of course and assessment arrangements.
- Clear guidance in handbooks and the MyAcademy (student portal) on regulations, academic guidance and support, appeals and complaints procedures.
- Clear deadlines and timeframes for assignments and feedback on submitted work.
- Clear communication around changes to timetables, cancelled classes, re-scheduling of content etc.
- Course fees and any additional costs, payment options and deadlines.

You undertake to:

- Take responsibility for managing your own learning, actively engaging in your course, participating fully in learning activities and ensuring that you spend sufficient regular time in private study.
- Treat staff and other students with courtesy and respect.
- Attend and participate in induction, timetabled classes and meetings with Course Coordinators.
- Submit assessed work by stated deadlines and ensure you are familiar with the guidance around plagiarism.
- Provide feedback to improve teaching and learning through the student representative system, module feedback and the national student survey to ensure student views are heard.
- Pay tuition fees and any other charges promptly where required. Respect the physical environment of the University and behave respectfully towards neighbours.

Approval written: July 2019

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Approved by: Steve Ryan, Mel Baxter