

# Professional, Statutory and Regulatory Body (PSRB) Policy

<b>Policy Category:</b>	Academic
<b>Subject:</b>	Policy to outline the principles and review processes in respect of Professional, Statutory and Regulatory Bodies (PSRBs)
<b>Approving Authority:</b>	Academic Board, via College Education Committee
<b>Responsible Officer:</b>	Vice President (Education & Student Success)
<b>Responsible Office:</b>	Academic Regulations, Quality and Standards, Students and Education Directorate
<b>Related Procedures:</b>	<a href="#">Procedures for programme and module approval</a> <a href="#">Procedures for programme and module monitoring and review</a>
<b>Related College Policies:</b>	<a href="#">Programme Post-Launch Review Policy</a>
<b>Effective Date:</b>	1 September 2025
<b>Supersedes:</b>	2 November 2022
<b>Next Review:</b>	2027/28

## I. Purpose & Scope

The purpose of this policy is to outline the general principles and processes relating to all of the University's engagement with Professional, Statutory and Regulatory Bodies (PSRBs) in the approval and monitoring of its programme activity, ensuring compliance with any regulatory quality and standards requirements that apply.

The policy will enable the University to populate section 5.2 of the Higher Education Achievement Record relating to professional status where the completion of the programme of study leads to eligibility for registration with a professional body. This will enable students to demonstrate any rights they have to practice or any professional status that is then accorded to them.

The policy will ensure that the University is able to meet its obligations for continuing registration with the Office for Students (OfS) by ensuring the accuracy of data relating to PSRBs through the Discover Uni collection returned on an annual basis to the Higher Education Statistics Agency (HESA), part of Jisc, where this is reportable as it carries an award of HE credit.

## II. Definitions

**Professional Statutory and Regulatory Body (PSRB):** a generic term used to describe the diverse group of professional and employer bodies, regulators, and those with statutory authority over a profession or group of professionals who engage with higher education providers through the accreditation, approval and recognition of HE programmes. They provide membership services and promote the interests of people working in professions; accredit or endorse programmes and courses that meet professional standards, provide a route through to the professions or are recognised by employers.

## III. Policy

### 1. General

1.01 King's considers engagement with PSRBs to be instrumental in the design, approval, monitoring and review of programmes to ensure these meet the needs of the business and the professions to which they apply and the expectation of students.

- 1.02 King's requires Faculties to seek and retain PSRB authorisation for programmes that qualify for such accreditation, approval, and recognition.
- 1.03 A request to establish a new formal relationship with a PSRB must be approved by the relevant Faculty Education Committee (FEC) (or equivalent) and Quality Assurance and Enhancement Sub-Committee (QAESC) prior to applying to the PSRB.
- 1.04 Information provided to students on programmes that have PSRB requirements should be included in the relevant programme specification and advised to applicants as part of the course information material (currently provided on the programme specification). The information provided must be current and compliant with the Competition and Markets Authority (CMA) guidance provided to universities on their obligations to students in terms of consumer regulations to ensure that the reputation of the University is protected.
- 1.05 PSRB activity i.e. accreditation, approval or recognition, must be included in the University's PSRB register and accurately reflected on SITS via the programme approval and modification process as this will inform the HESA statutory Discover Uni collection returns and fulfil the University's obligations to the OfS.
- 1.06 The relevant Faculty will be responsible for the oversight of the PSRB activity, ensuring that any changes to PSRB activity attached to a programme are notified to the Academic Regulations, Quality and Standards (ARQS) Office in a timely manner through the curriculum management system.
- 1.07 Reports received from PSRBs will be subject to monitoring through QAESC reporting to Academic Board via the College Education Committee (CEC) and should be considered as part of the annual monitoring and Periodic Programme Review processes.

## **2. Professional Statutory and Regulatory Body (PSRB) Process**

- 2.01 Due to the diverse nature of PSRBs their approach may vary in the mechanisms used for accrediting, recognising, or approving a programme of study offered by the University and it is the responsibility of the relevant Faculty Education Committee or equivalent to notify the ARQS team of the approval mechanisms at the outset.
- 2.02 Where a programme is being delivered in collaboration with another HEI, a decision should be taken as to which PSRB requirements will need to apply with the relevant PSRB being informed that the programme is being delivered with a Partner as this may impact or influence their final decision. Collaborative programmes that have an overseas PSRB attached are subject to initial consideration from QAESC as part of the standard risk assessment and due diligence processes, with QAESC reporting any findings into CEC.
- 2.03 PSRB requirements should be addressed as part of the programme approval process with details submitted via the curriculum management system (CourseLoop). Where the decision to attach PSRB recognition to a programme falls outside of the initial programme approval process, a case should be made to QAESC for approval prior to an update being made to the programme through the programme modification process.
- 2.04 The PSRB requirements in force should be monitored and managed by the relevant Faculty Education Committee (or equivalent). Where the PSRB requirements are subject to renewal and the PSRB has notified the Faculty to this effect, the Faculty in turn is required to inform ARQS of the relevant details. ARQS will submit a report as required to QAESC who maintain oversight of planned PSRB activity.
- 2.05 Where possible, the PSRB visit should be combined with the University's Periodic Programme Review process as set out in the University's 'Procedures for programme and module monitoring and review' and should be undertaken by the relevant Faculty and involve all necessary staff as requested by the PSRB. Where this is not possible, sign off for the documentation and subsequent response to the report must be undertaken at the level of the Executive Dean of Faculty prior to this being returned to the relevant

PSRB, although some PSRBs may choose to deal directly with the Vice-Chancellor & President or one of the University's Senior Officers.

- 2.06 Following the initial and subsequent successful application to the PSRB, a copy of the outcomes report or formal notification, via a letter or electronic means, providing confirmation of their decision with any conditions attached, should be sent to the Executive Dean of Faculty. For programmes accredited by the National Health Service, Department of Health, or Royal College of Dental Surgeons the review report should also be submitted to the Senior Vice President (Health & Life Sciences) and advised to the relevant FEC (or equivalent) and QAESC.
- 2.07 The response to the outcomes report or letter should be signed off by the relevant Executive Dean of Faculty and sent to the PSRB. The outcome report or letter and response (including any recommendations and actions required by the PSRB) should be considered by the relevant FEC or equivalent and forwarded to ARQS who will submit the report to QAESC for review. A copy of the outcomes report or letter will be uploaded onto the University's PSRB SharePoint site<sup>1</sup> by ARQS following review by QAESC.
- 2.08 Progress against the recommendations and actions outlined in the outcome report or letter should be reflected in the annual monitoring report (currently called Continuous Enhancement Review for Programmes, *curriculum enhancement* section) that will then be reported on to QAESC.
- 2.09 The relevant Faculty Education Committee or equivalent and QAESC should be advised immediately where there is an intention to terminate an association with a PSRB for a King's programme or where a decision has been made by a PSRB to suspend or remove accreditation. The relevant programme team should seek advice from the Academic Regulations, Quality and Standards Office on the implications in respect of CMA compliance and reporting to the OfS. The programme team will be required to modify the programme using the process set out in the University's '*Procedures for programme and module monitoring and review*'.
- 2.10 The University's PSRB register<sup>2</sup> will be updated by ARQS to include information on new or updated PSRB activity attached to relevant programmes and/or modules following any approval or review processes.

### 3. Policy amendment or Revocation

- 3.01 This policy may be amended or revoked with the approval of the CEC, following a recommendation from the QAESC, reporting to Academic Board.

### 4. Review

- 4.01 This policy shall be reviewed at least every three years by QAESC reporting to the CEC.

### 5. Reporting

- 5.01 The Responsible Officer will provide updates of the policy principles and review processes in respect of Professional, Statutory and Regulatory Bodies (PSRBs) to QAESC reporting to CEC, who has delegated authority from Academic Board for this work.

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<sup>1</sup> [PSRB - Home \(sharepoint.com\)](#)

<sup>2</sup> [PSRB - Home \(sharepoint.com\)](#)