INTERNATIONAL ADMISSIONS GROUP TERMS OF REFERENCE



JANUARY 2024

UCAS, the Universities and Colleges Admissions Service, is an independent charity, and the UK's shared admissions service for higher education. We manage almost three million applications, from over 700,000 people each year, for full-time undergraduate courses at over 380 universities and colleges across the UK.

Over the last 30 years we've helped a million international students from across the world to connect to UK HE. Providing an impartial and independent platform for fair and transparent discovery and admissions. In the last cycle, UCAS helped over 60k international students secure their place. Engaging over 300k pre-applicants, 130k applicants and 2,300 schools and agents.

Purpose

This **International Admissions Development Group** will provide UCAS with a forum to gather and test ideas, hear feedback and give updates on current and future developments related to international undergraduate admissions. Ensuring we streamline the service for providers, applicants and their advisers. Supporting the UK to remain as a world-leading higher education destination of choice.

UCAS is committed to investing significant people, time and money across 2023 and 2024 to international developments, and this Group will play a key role in ensuing provider's priorities are understood and met.

The Group's role is to:

- promote developments which deliver improvements to International admissions processes and systems, driving wider admissions reform discussions but not being limited to these and champion approved developments in groups and any wider networks.
- feed into UCAS's formal advisory group system by reporting to the International Advisory Group and taking account of its views.
- ensure that developments work in the interests of applicants.
- ensure that developments are ones which providers are willing and able to adopt.
- ensure that the benefits of identified improvements justify associated time and financial costs.

Members join on the understanding that they are expected to take an active part in the meetings as well as championing and outwardly supporting the work being done.

Attendance

- The Group shall meet 6 times a year at minimum, through a mixture of day workshops and online touch point meetings.
- Members will need to attend the majority of these meetings each calendar year. Where they are not able to do this, membership may be reviewed.

Members will also be committing to a small amount of work between sessions, such pre-reading, completing online surveys, and proactively sharing their ideas and problem statements and evidence/data to back up their needs.

Membership:

The external membership of this Group is made up of UK higher education providers who have a place on the Home Office's Register of Student Sponsors. Individual role directly relates to delivering the admissions process, international recruitment or marketing.

Provider Members:

A minimum of 15 providers, to include representation from the following providers:

England	Small	Selective	MillionPlus
Wales	Small - Alternative	Recruiting	GuildHE
Northern		Recruiting (with specific	
Ireland	Conservatoire	selectivity)	University Alliance
		20k+ International	
Scotland	Art & Design	Applications	Russell Group
	Medical/Veterinary		
	Science/Dentistry	HE in FE	

UCAS participants include:

- Head of Strategy & Reform, Kim Eccleston
- International Provider Partnerships Manager, Felicity Lloyd
- Reform and Strategy Adviser, Shauna Blake
- International Customer Experience Manager, Teona Droc

When required, members of the UCAS Senior Leadership and Product teams will attend these meetings to input or observe.

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