

## **RTPI accreditation policy**

The RTPI will consider proposals from institutions within the United Kingdom and Ireland seeking accredited planning school status on a case by case basis. It is important that pre-existing schools remain effective and viable.

International accreditation will be supported within the Institute's capacity to support International Planning Schools.

### **De-accreditation**

An established process exists given that a number of planning schools have in the past closed. This process maintains the principle that existing students should not suffer from the withdrawal of accredited school status.

Where a process of de-accreditation is required due to non-compliance with effective planning school status, the steps are to:

- Discuss difficulties at the partnership board
- Set out possible plan of action
- Write to the vice-chancellor and head of school
- Develop timeframe for de-accreditation
- Appoint dialogue member\*
- Monitor process

\*Once de-accreditation is confirmed the RTPI will put in place a dialogue member – to act as a liaison between the RTPI and the University. This will usually be the Chair of the Partnership Board. This will help ensure that standards and learning outcomes are met in the withdrawal period. The dialogue member will report on the progress of the process to the annual Partnership and Accreditation Panel meeting.

Where the de-accreditation is precipitated by non-payment of outstanding fees the institution will be given a further year to make payment (this conforms to the accreditation stipulations found in the partnership agreements which provide for 12 months notice by either party) before a de-accreditation process is initiated. Non-payment should be discussed at the relevant Partnership Board. This should also be ample time for any appeal or special circumstances to be considered. If no special circumstances pertain the Institution will be expected to pay all outstanding monies in the second year. If payment is not received in the second year, the steps outlined above then pertain as the university will be deemed not to be an effective planning school by default.

[Adopted 2012, revised April 2015 (UK and Ireland)]

## **Procedural guidance on accreditation 2015**

For UK and Irish institutions that approach the RTPI a scoping discussion will be initiated by the Director of Professional Standards & Development and/or the Head of Careers, Education & Professional Development to gather information on the current planning education provision from the institution in question and to discuss the RTPI Accreditation policy. The RTPI Guide to Accreditation will be referenced, and the following criteria will also be highlighted.

- Demand (i.e. an existing course which has been up and running over one academic cycle).
- Diversity of offer (complementing the menu of courses on offer to planning students at different stages of their academic or professional career)
- Demonstrable local support (e.g. from local employers or RTPI region or nation)
- Impact (consideration of the effectiveness of existing Planning Schools)
- Access (an acknowledgement of the benefit to Members of having an accredited planning school located in each Home region/nation).

This would be in addition to ultimately meeting the Effective Planning School criteria set out in the RTPI's Policy Statement on Initial Planning Education.

As part of this scoping exercise, the institution will be invited to respond to these criteria.

It will be at the discretion of the ELLC Chair and Vice Chair, in discussion with RTPI officers, to invite presentations from the institution in question. A decision on whether to enter a formal Dialogue Stage will then be made.

[Adopted April 2015]