



REMOTE DELIVERY POLICY (STUDENT VISA SPONSORED PROGRAMMES)

Version No.	Description	Author	Approval body	Effective Date
1.0	Remote Delivery Policy	Student Experience		7 April 2026

Related Documents:

Remote Delivery Operational Process

Remote Delivery FAQ Guidance

Review Date	December 2026
Section Responsible	International Student Journeys

Purpose of Policy / Procedure

This policy sets out the University of Strathclyde's approach to compliance with UK Visas & Immigration (UKVI) requirements relating to remote delivery of taught elements for students sponsored under the Student visa route.

Scope of Policy / Procedure

The policy establishes:

- The University's institutional expectation regarding remote delivery thresholds
- The definition of remote delivery for Strathclyde programmes
- Governance responsibilities
- CAS reporting requirements
- Compliance and audit expectations.

Operational methodology is set out in the Remote Delivery Operational Process document.

Equality and Diversity

The University is committed to ensuring that this policy is applied in a manner consistent with its duties under the Equality Act 2010.

Remote delivery beyond standard thresholds may be permitted where required to prevent discrimination or to implement reasonable adjustments. Such cases will be recorded and managed in accordance with UKVI sponsor guidance.

An Equality Impact Assessment has been considered as part of the development of this policy and submitted on 31 March 2026.

Contact Team	International Student Journeys
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1. Purpose

This policy sets out the University of Strathclyde's position and governance framework for remote delivery of taught elements of programmes for students sponsored under the Student visa route.

It ensures compliance with UK Visas & Immigration (UKVI) Student Sponsor Guidance relating to Remote Delivery.

This policy establishes:

- The institutional expectation regarding remote delivery thresholds
- The interpretation of remote delivery for Strathclyde programmes
- Governance responsibilities
- Confirmation of Acceptance for Study (CAS) reporting obligations
- Record-keeping expectations

Operational detail is contained within the accompanying Remote Delivery Operational Process document.

2. Scope

This policy applies to:

- All degree-level and above programmes offered by the University
- All students sponsored under the Student visa route
- All taught elements of a programme of study

This policy does not apply to:

- Programmes at SCQF levels 3–5 (except in exceptional circumstances permitted by UKVI)
 - The Child Student route
 - Independent study elements such as dissertations, research, placements, fieldwork or examinations (unless these include timetabled taught elements).
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3. Definitions

3.1 Remote Delivery

“Timetabled delivery of learning where there is no need for the student to attend the premises of the student sponsor or partner institution which would otherwise take place live in-person at the sponsor or partner institution site.” (UKVI Sponsorship Guidance)

This includes:

- Live online lectures or seminars
- Simultaneously streamed sessions where an online option is available
- Live teaching delivered remotely by guest speakers with no in-person alternative

It does **not** include:

- Recorded lectures made available after an in-person session (where no remote attendance option existed at the time of delivery)
- Independent study activities (e.g. accessing digitised learning materials, lecture notes, recordings for revision)

3.2 Face-to-Face Delivery

“Timetabled learning that takes place in-person and on the premises of the student sponsor or partner institution.”

3.3 Taught Elements

The remote delivery policy applies to all taught elements of a programme.

The following are not considered taught elements and are therefore excluded from remote delivery calculations:

- Dissertations
- Independent research
- Fieldwork
- Work placements
- Examinations

3.4 Postgraduate Research Programmes

For postgraduate research programmes, only credit-bearing taught elements fall within scope of the remote delivery calculation.

4. Permitted Thresholds

Whilst UKVI permits remote delivery of 21–40% of taught elements subject to prior approval, the University of Strathclyde expects all programmes that admit students requiring Student visa sponsorship to operate within the 0–20% remote delivery threshold.

Programme design should assume predominantly in-person delivery.

Delivery within the 21–40% band:

- Is not a standard delivery model at the University.
- Requires approval from the relevant Faculty Academic Committee.
- Requires formal educational justification.
- Requires prior UKVI approval before CAS assignment.

Programmes exceeding 40% remote delivery are not eligible for Student visa sponsorship.

Remote Delivery Percentage	Requirement
0–20% of taught elements	Permitted without prior UKVI approval
21–40% of taught elements	Requires prior UKVI approval via the annual CAS allocation process
More than 40%	Not eligible for Student visa sponsorship

5. Interpretation of Mode of Attendance

Each module at Strathclyde is assigned a Mode of Attendance:

- Attendance
- Online
- Distance

For the purposes of UKVI compliance, these internal labels must be interpreted against the UKVI definition of remote delivery.

The Mode of Attendance label provides an indication of delivery type but is not determinative. The University will assess compliance based on the actual structure of timetabled taught delivery.

Where modules recorded as “Attendance” include live online timetabled sessions or offer remote attendance options, the remote proportion must be identified and included within programme-level calculations.

Full procedural detail for classification and proportional calculation is set out in the Remote Delivery Operational Process document.

6. Programme-Level Calculation

Remote delivery percentages are calculated at programme level in accordance with UKVI guidance that thresholds apply at programme level.

The University calculates remote delivery based on the taught elements of the programme of study for which the CAS is assigned.

The University does not calculate separate remote delivery percentages for different entry points or cohorts within the same programme.

7. CAS and Sponsorship Requirements

When assigning a CAS, the University must complete the relevant remote delivery fields within the Sponsor Management System

- Does the programme include remote delivery?
- Is 21–40% of the programme delivery remote?

Where a programme falls within the 21–40% band:

- The programme must be declared via the annual CAS allocation process;
- Educational justification must be provided;
- CAS must not be assigned until UKVI confirmation is received.

8. UKVI Engagement Policy

The University's UKVI Engagement Policy must enable monitoring of engagement with both face-to-face and remote delivery and must record whether engagement occurs remotely or in person, in accordance with updated sponsor duties.

9. Exceptional Circumstances

Remote delivery beyond standard thresholds may occur only:

- To prevent discrimination under the Equality Act 2010;
- To ensure continuity of education during disruption (e.g., industrial action, extreme weather, travel restrictions).

Such cases must be recorded internally and must be capable of being evidenced during a UKVI compliance audit.

10. Governance and Review

This policy will be reviewed annually in alignment with:

- The annual CAS allocation cycle.
- The Annual Review of Programme Regulations process.
- Any updates to UKVI sponsor guidance.

Material changes to programme delivery must trigger recalculation under the Operational Process.

11. Roles and Responsibilities

Departments

- Provide accurate module-level data
- Identify remote elements within modules
- Retain supporting documentation
- Where modules contribute to programmes owned by another Faculty, the home department providing the module remains responsible for confirming delivery structure.

Faculties

- Review departmental submissions
- Confirm that the methodology has been applied consistently
- Approve final remote delivery percentages

Visa Compliance Team

- Review finalised programme data
- Identify programmes within the 21–40% band
- Coordinate CAS allocation submissions
- Maintain central oversight of compliance

Student Experience Systems & Data

- Ensure CAS fields are correctly implemented
 - Support data reporting processes
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12. Record Keeping and Audit

The University will maintain:

- A central and dynamic register of all sponsored programmes and associated remote delivery percentages
- A process for approving new modules/changes to modules that have any remote delivery so that the percentage is recalculated for programmes that include these modules
- Documentation supporting calculation methodology
- Justifications submitted to UKVI
- Records of exceptional circumstances

Compliance with this policy may be reviewed during UKVI audit in line with sponsor compliance requirements.



University of
Strathclyde
Glasgow



Remote Delivery – Operational Process

For Student Visa Sponsored Programmes

Owner: Head of International Student Journeys

Linked Policy: University Remote Delivery Policy – Student Visa Sponsored Students

Effective from: 7 April 2026

This document sets out the operational methodology used by the University to implement the Remote Delivery Policy for Student visa sponsored programmes.

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OF THE YEAR
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Times Higher Education

**UNIVERSITY
OF THE YEAR
2024 RUNNER-UP**

Daily Mail University of the Year Awards

**SCOTTISH UNIVERSITY
OF THE YEAR
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Daily Mail University of the Year Awards

**EUROPEAN ENTREPRENEURIAL
UNIVERSITY OF THE YEAR
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Triple E Awards

1. Purpose

This document sets out the operational steps required to ensure compliance with the UK Visas & Immigration (UKVI) Remote Delivery requirements only for programmes that admit students who require Student visa sponsorship.

It explains:

- The University's institutional position
- How modules must be classified
- How remote delivery percentages are calculated
- How data is reviewed and approved
- When UKVI approval is required
- How CAS controls will operate
- How audit evidence must be maintained

This document must be read alongside the University Remote Delivery Policy.

2. Institutional Position

Whilst UKVI permits remote delivery of 21–40% of taught elements subject to prior approval, the University of Strathclyde expects all Student visa sponsored programmes to operate within the 0–20% remote delivery threshold.

Programme design should assume predominantly in-person delivery.

Movement into the 21–40% band:

- Is not a standard delivery model.
- Requires relevant Faculty Academic Committee approval.
- Requires formal educational justification.
- Requires prior UKVI approval before CAS assignment.

Programmes exceeding 40% remote delivery are not eligible for Student visa sponsorship.

3. What Counts as Remote Delivery

UKVI defines remote delivery as:

“Timetabled delivery of learning where there is no need for the student to attend the premises of the sponsor...”

The policy applies to **taught elements only**.

The following elements and modules are excluded from calculation:

- Dissertations
- Independent research
- Fieldwork
- Placements
- Examinations
- Project-based modules consisting primarily of independent project work (e.g. group projects)

Where project modules include structured taught sessions (for example timetabled workshops, lectures or supervision sessions), those sessions must be considered when identifying any remote delivery and a proportional calculation should be applied.

Recorded lectures made available after in-person delivery do not count as remote delivery unless students had the option to attend remotely at the time of delivery.

Where a timetabled session is delivered in-person but simultaneously streamed or where students are given the option to attend remotely rather than in-person, that session must be treated as remote delivery for calculation purposes.

4. Interpretation of Strathclyde Mode of Attendance Types

Each module at Strathclyde is assigned a Mode of Attendance:

- Attendance – Face-to-face learning in an approved physical location
- Online – Remote learning (all online or online plus optional attendance)
- Distance – Remote learning (online plus compulsory attendance elements)

For UKVI compliance purposes, these internal labels must be interpreted against the UKVI definition of remote delivery

The system label provides a starting point but is not determinative.

4.1 Modules Recorded as “Online”

Normally treated as 100% remote delivery.

If compulsory in-person attendance forms a material and predominant element of taught delivery, departments must calculate the proportion of remote delivery and document the methodology used.

4.2 Modules Recorded as “Distance”

Normally treated as 100% remote delivery.

If compulsory in-person elements represent a significant proportion of taught delivery, proportional calculation must be applied.

4.3 Modules Recorded as “Attendance”

Modules recorded as Attendance are expected to be fully face-to-face.

However, departments must confirm annually whether any timetabled sessions are delivered live online or offer remote attendance.

Where:

- All timetabled sessions require physical attendance, this will be considered 0% remote
- Where some timetabled sessions are delivered live online, proportional calculation is required i.e. calculate the number of timetabled hours delivered live online divided by the total number of timetabled hours.
- Where timetabled sessions are delivered in-person, but students are given the option to attend remotely, the sessions must be counted as remote delivery for calculation purposes.

The University will rely on confirmed delivery structure rather than system label alone when determining compliance with sponsor duties.

4.4 Institutional Confirmation Requirement

As part of the annual review process:

- Departments must confirm whether the recorded Mode of Attendance accurately reflects the actual structure of delivery.

- Where remote elements exist within “Attendance” modules, this must be declared and proportionally calculated.
- Faculties must quality assure these confirmations.

The University will rely on confirmed delivery structure rather than system label alone when determining compliance with sponsor duties.

5. Calculation Methodology (Module / Credit-Based)

The University adopts a module / credit-based calculation methodology, as agreed through institutional consultation.

5.1 Establish Total Taught Credits

Calculate total credits of all taught modules within the programme.

Exclude non-taught elements listed in Section 3.

5.2 Identify Remote Credits

For each module, determine the proportion of taught delivery that meets the UKVI definition of remote delivery, using the interpretation framework in Section 4.

For the purposes of this calculation, the percentage should be based on scheduled teaching activity (for example lectures, seminars, tutorials or timetabled workshops) rather than total notional module hours.

Independent study time, assessment preparation and other non-timetabled learning activity should not be included when determining the proportion of remote delivery.

Where a module includes both in-person and live remote timetabled teaching, or where remote attendance is offered as an option for timetabled sessions, the proportion of remote delivery must be calculated based on the percentage of taught hours delivered remotely.

Departments must retain documentation evidencing how proportional calculations were derived. This may include timetables, module descriptors or teaching plans demonstrating the proportion of remote delivery.

5.3 Apply Worst-Case Assumption

Where optional modules exist:

- Assume students select all remote-eligible modules.
- Calculate the highest possible remote percentage.

This ensures compliance with UKVI expectations that calculations reflect maximum potential remote delivery.

6. Programme-Level Calculation (Direct Entry)

Remote delivery percentages are calculated at programme level rather than at individual student level.

The approved remote delivery percentage applies to the programme of study for which the Confirmation of Acceptance for Studies (CAS) is assigned and is not routinely recalculated based on individual study pattern, year of entry, direct entry into Year 2 or Year 3, or advanced standing.

Where a programme includes elements delivered outside the University, for example through articulation, partner delivery or joint programme arrangements, the calculation should normally reflect the Strathclyde-delivered taught elements of the sponsored programme for which the CAS is assigned.

Where the University was not the sponsoring institution during earlier stages of study, those elements would not normally form part of the University’s remote delivery calculation.

The approved programme-level remote percentage therefore applies consistently to sponsored students enrolled on that programme.

7. Programme Review, Approval and Ongoing Monitoring Process

Remote delivery data will be gathered and reviewed through existing University processes.

This applies to:

- Annual programme regulations review activity
- Approval of new programmes
- Programme amendments or module changes affecting delivery structure
- Changes arising during the academic year outside the annual review cycle

Programmes that admit Student visa sponsored students must have an approved remote delivery percentage calculated prior to approval and reviewed where material delivery changes occur.

The annual review process establishes the baseline approved remote delivery percentage. However, calculation or recalculation may also be required outside the annual cycle where programme approval, amendment or delivery change occurs.

STEP 1 – Departmental Review (October–December)

Departments must:

- Review existing programmes.
 - Confirm delivery structure for new programmes.
 - Review all relevant modules.
 - Confirm actual or proposed delivery structure.
 - Apply interpretation rules in Section 4.
 - Calculate or recalculate remote percentage.
 - Apply worst-case elective assumption.
 - Complete the remote delivery declaration form.
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STEP 2 – Faculty Quality Assurance (December – January)

Faculties must:

- Review departmental submissions.
 - Confirm that departmental submissions apply the interpretation framework and methodology consistently. *(Faculties are not expected to independently verify individual teaching sessions. The purpose of this step is to ensure that the methodology has been applied consistently across departmental submissions.)*
 - Confirm methodology.
 - Confirm compliance with the less than 20% remote delivery institutional expectation.
 - Escalate programmes approaching or exceeding 20% remote delivery.
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STEP 3 – Institutional Review and Compliance Oversight (April, aligned to CAS allocation cycle)

The Visa Compliance Team will:

- Review programme remote delivery data.
- Identify programmes within:
 - 0–20%
 - 21–40%.
- Confirm no programme exceeds 40%.

- Confirm programme-level remote delivery positions for CAS reporting purposes.

Reviews may also occur outside the annual review period where:

- New programmes are proposed.
 - Programme amendments are introduced.
 - Delivery changes arise during the academic year.
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STEP 4 – Approval of New or Revised Programme Delivery

Where a new programme, programme amendment, or module change affects delivery structure:

- Remote delivery must be calculated or recalculated prior to approval.
 - Confirmation that remote delivery implications have been considered.
 - The approved remote delivery percentage must be recorded before implementation.
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STEP 5 – 21–40% Escalation (Exceptional Cases Only)

(January–April / aligned to CAS allocation cycle)

Where a programme falls within the 21–40% band:

- Faculty must obtain approval from the relevant Faculty Academic Committee and provide formal educational justification.
 - Justification must demonstrate consistency with quality standards.
 - UKVI approval must be obtained via the annual CAS allocation process.
 - CAS must not be assigned until UKVI confirmation is received.
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8. CAS Controls

At the point of CAS assignment, the following must be completed:

- “Does the programme include remote delivery?”
- “Is 21–40% of the programme delivery remote?”

Where a programme is within the 21–40% band and approval has not been obtained, CAS must not be assigned.

9. Changes During the Academic Year

If there is a proposal to change the delivery structure mid-year:

- Departments must notify Faculty and Student Visa Compliance immediately.
- Remote delivery must be calculated or recalculated as appropriate.
- Escalation must occur if movement into the 21–40% band arises.

9.1 Programme and Module Changes Through Approval Processes

Where a new programme, new module, revised module or programme amendment changes the delivery structure, the remote delivery percentage must be calculated or recalculated before approval is confirmed.

This includes changes considered through Faculty Academic Committee or equivalent approval routes. The approving body should ensure that the implications for Student visa sponsored students have been considered, particularly where the change introduces or increases remote timetabled teaching.

Where the recalculation indicates that a programme may move into the 21–40% band, approval must not proceed on the basis of sponsored student recruitment until the required escalation and UKVI approval route has been considered.

10. Exceptional Circumstances

Remote delivery beyond standard thresholds may occur only:

- To prevent discrimination under the Equality Act 2010.
- To maintain continuity during disruption (e.g., industrial action, extreme weather).

Such cases:

- Must be recorded internally.
- Do not change the programme's approved remote delivery percentage.
- Must be available for audit.

Faculties should notify the Visa Compliance Team where such cases arise so that a central record can be maintained for audit purposes.

11. Record Keeping and Audit

The University must maintain:

- Programme-level remote percentage register.
- Departmental calculation worksheets.
- Faculty approval confirmations.
- Justifications submitted to UKVI.
- Evidence of UKVI approval for 21–40% programmes.

Compliance may be assessed during UKVI audit

Appendix A – Worked Examples (Remote Delivery Calculation)

Notes applicable to both examples

- Calculations apply to taught elements only. Dissertations, research, placements, fieldwork and exams are excluded from the remote delivery calculation.
 - Calculations must reflect the maximum potential remote delivery (i.e., where optional modules exist, assume the student selects all remote-eligible options).
 - Where a module includes both in-person and live remote timetabled teaching (or offers a remote attendance option for timetabled sessions), a proportional calculation must be used.
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Example 1 – Undergraduate Programme (480 credits total)

Step 1 – Confirm Total Programme Credits

Element	Credits	Included in Remote Calculation?
Total Programme Credits	480	N/A
Dissertation / Independent Research	60	Excluded (not a taught element)

Total excluded credits: 60

Total taught credits (denominator): $480 - 60 = 420$

20% threshold: $420 \times 0.20 = 84$ remote credits (maximum)

Step 2 – Identify Remote Credits Within Taught Modules

Module	Credits	Mode of Attendance	Remote % applied	Remote credits	Rationale
Ex 1	20	Online	100%	20	Online = remote
Ex 2	10	Online	100%	10	Online = remote
Ex 3	20	Distance	75%	15	25% compulsory in-person attendance
Ex 4	20	Attendance	10%	2	10% live online / remote attendance option
Ex 5	10	Attendance	20%	2	20% live online / remote attendance option

Total remote credits:

$$20 + 10 + 15 + 2 + 2 = 49$$

Step 3 – Calculate Programme Remote Percentage

$$\text{Remote \%} = 49 \div 420 = 11.7\%$$

Under 20% (compliant with University expectation and within UKVI 0–20% band).

Direct Entry Example – Year 3 Entry

A student entering directly into Year 3 will normally undertake **240 credits** at Strathclyde (120 credits per year for Years 3 and 4). This reflects the student's individual study pattern.

However, for UKVI remote delivery purposes, the percentage reported is calculated at programme level, based on the programme of study for which the CAS is assigned, and is not recalculated based on a student's entry point or the number of credits they personally complete.

Remote delivery remains calculated at programme level:

- Denominator remains **420 taught credits**
- Remote percentage remains **11.7%**

It is **not recalculated** based solely on Years 3–4.

This reflects the approved programme-level calculation rather than the individual credit volume completed by a particular student.

Example 2 – Postgraduate Taught Programme (180 credits total)

Step 1 – Confirm Total Programme Credits

Element	Credits	Included in Remote Calculation?
Total Programme Credits	180	N/A
Dissertation / Independent Research	60	Excluded (not a taught element)

Total excluded credits: 60

Total taught credits (denominator): $180 - 60 = 120$

20% threshold: $120 \times 0.20 = 24$ remote credits (maximum)

Step 2 – Identify Remote Credits Within Taught Modules

Module	Credits	Mode of Attendance	Remote % applied	Remote credits	Rationale
Ex 1	10	Online	100%	10	Online = remote
Ex 2	20	Distance	60%	12	40% compulsory in-person taught delivery
Ex 3	10	Attendance	10%	1	Small number of live sessions

Total remote credits:

$10 + 12 + 1 = 23$

Step 3 – Calculate Programme Remote Percentage

Remote % = $23 \div 120 = 19.2\%$

Under 20%.

Example 3 – Placement Module with Taught Sessions

Some placement modules may include a combination of workplace activity and scheduled teaching sessions.

Example structure:

Module: 20-credit placement module

Activity	Included in calculation
Workplace placement activity	Excluded
Teaching seminars	Included

Teaching structure:

- 8 scheduled seminars
- 2 delivered remotely
- 6 delivered in-person

Remote delivery percentage:

$2 \div 8 = 25\%$ remote delivery for the teaching element of the module

The workplace placement activity itself is not included when calculating the remote delivery percentage. Only scheduled teaching sessions within the module are considered.

Optional Note – Worst-Case Assumption (Electives)

Where optional modules exist, departments must assume students select all modules that include remote-eligible timetabled delivery when calculating the programme percentage.