1. ENROLMENT DEADLINE 2016/2017 – Kim Monk

Although this seems a little too soon, I’ve had queries from several partners as to when the deadline for enrolments is this year. As always I ask for you to aim to get enrolment forms or spreadsheets to us no later than the end of the second week in October which this year is Friday 7 October 2016. However, the faster you can get the information to us, the faster we can get your students’ information on to UNITe. Therefore enrolment information must come to us at any point before or after this date, we have to ensure that all students’ records are up-to-date and they match what will be presented at panels and boards when run.

2. NSS/SPQ 2016 - Julie Swain

Please keep working with your colleagues to encourage student engagement

Please keep up the great work - supporting and encouraging students to participate in the NSS/SPQ. As you will be aware it is coming to a close at the end of April and we still have a way to go to achieving threshold response rates. As a minimum we expect a 60% response rate from each institution so please, please keep pushing the message out and reminding students of the ‘You said, We did’ to evidence we really do listen to their voices.

Weekly reports demonstrate the responses by course level so you can see which ones have engaged or not as the case maybe and focus communications to those specific programmes.

If you have any technical issues please do get in touch
3. AP ADMIN OFFICE CLOSURE - 28\textsuperscript{TH} April 2016

Please note that due to the AP Team Away day being held on \textbf{Thursday 28\textsuperscript{th} April 2016} the office will be closed. We will re-open on Friday 29\textsuperscript{th} April 2016.

4. AP GRADUATION DATE

The Academic Partnerships Graduation Ceremony will be held on Thursday 22\textsuperscript{nd} September at 4.00PM on Plymouth Hoe.

5. NEXT ISSUE OF ACADEMIC PARTNERSHIPS HE ADMIN E-NEWSLETTER IS MAY 2016

This e-newsletter is also available on the portal in the Administrators’ Community folder at \url{https://www.plymouth.ac.uk/business-partners/partnerships/academic-partnerships/academic-partnerships-processes-and-templates}