

Higher Education Licence

Annual Schedule for Reporting Digital Copies

This schedule outlines the reporting cycle for Digital Copies (produced by scanning from print or by copying from Digital Material) under the current CLA HE Licence.

For the period 1 June 2023 – 31 May 2024, the reporting cycle will continue along similar lines as previously, and is set out below. Please note that if your HEI is signed up to CLA's Digital Content Store or an analogous system (e.g. Talis Aspire Copyright Clearance), your reporting will be automated.

- Each year, your HEI must report all new Digital Copies that have been **made** during the previous 1 June – 31 May reporting period.
- In addition, once during the three-year cycle your HEI will additionally be required to report all Digital Copies **carried over** from a previous year but used in the immediately preceding period of 1 June – 31 May. This report should include any renewals which are available but were produced in a previous reporting period.

These reports should be made to CLA on or before 15 June, or nearest preceding working day.

Please refer to the following schedule to determine when your institution will need to report either **New only** or **All** digital copies.

1. UUK/GuildHE member HEIs

a. Group 1

HEI	Group	1 Jun 2023 – 31 May 2024
Abertay University	HEI	All
Aberystwyth University	HEI	All
Accent International	HEI	All
AECC University College	HEI	All
All Nations Christian College	HEI	All
Al-Maktoum College of Higher Education	HEI	All
Anglia Ruskin University	HEI	All
Architectural Association Inc.	HEI	All
Arden University Ltd	HEI	All
Arts University Bournemouth	HEI	All
Aston University	HEI	All
Bangor University	HEI	All
Bath Spa University	HEI	All
BCNOGroup ESO & BCOM	HEI	All
Belfast Bible College	HEI	All
BIMM University	HEI	All
Bird College	HEI	All
Birkbeck College	HEI	All
Birmingham City University	HEI	All
Birmingham Systemic Training Programme	HEI	All
Bishop Grosseteste University	HEI	All

HEI	Group	1 Jun 2023 – 31 May 2024
Boston University Study Abroad	HEI	All
Bournemouth University	HEI	All
Bristol Baptist College	HEI	All
Bristol Old Vic Theatre School	HEI	All
British American Drama Academy	HEI	All
British Paediatric Neurology Association	HEI	All
British Psychotherapy Foundation	HEI	All
Brunel University London	HEI	All
Buckinghamshire New University	HEI	All
Cambridge Theological Federation	HEI	All
Canterbury Christ Church University	HEI	All
Cardiff Metropolitan University	HEI	All
Cardiff University	HEI	All
Central School Of Ballet Charitable Trust Ltd	HEI	All
City & Guilds of London Art School	HEI	All
City, University of London	HEI	All
Cliff College	HEI	All
College of Integrated Chinese Medicine	HEI	All
Community and College of the Resurrection	HEI	All
Contemporary Institute of Clinical Sexology	HEI	All
Cornhill Scotland	HEI	All
Courtauld Institute of Art	HEI	All
Coventry University	HEI	All
Cranfield University	HEI	All
David Game Higher Education	HEI	All
De Montfort University	HEI	All
Dyslexia Action	HEI	All
Edge Hill University	HEI	All
Edgehill Theological College	HEI	All
Edinburgh Napier University	HEI	All
Emmanuel Theological College	HEI	All
ESCP Business School	HEI	All
European School of Economics	HEI	All
Falmouth University	HEI	All
Glasgow Caledonian University	HEI	All
Glasgow School of Art	HEI	All
Global Education Oregon in London	HEI	All
Glyndwr University	HEI	All
Goldsmiths, University of London	HEI	All
Guildhall School of Music and Drama	HEI	All
Harlaxton College	HEI	All

HEI	Group	1 Jun 2023 – 31 May 2024
HULT International Business School	HE1	All
Human Development Scotland	HE1	All
Imperial Society of Teachers of Dancing	HE1	All
King's School of Theology	HE1	All
London Academy of Music and Dramatic Art (LAMDA)	HE1	All
London School of Commerce	HE1	All
Matrix College Of Counselling And Psychotherapy Ltd	HE1	All
Middlebury College CMRS Oxford Humanities Program	HE1	All
Mile College Ltd	HE1	All
New Model Institute for Technology and Engineering	HE1	All
Scotland College of Chiropractic	HE1	All
Spectrum Learn & Develop Ltd (SLD Training)	HE1	All
SRUC – Scotland's Rural College	HE1	All
Sutherland Cranial College of Osteopathy	HE1	All
Tavistock Institute of Human Relations	HE1	All
The London College	HE1	All
The Psychosynthesis Trust	HE1	All
The Royal Marsden School	HE1	All
The University College of Osteopathy	HE1	All
The University of Aberdeen	HE1	All
The University of Bath	HE1	All
The University of Birmingham	HE1	All
The University of Bradford	HE1	All
The University of Brighton	HE1	All
The University of Bristol	HE1	All
The University of Buckingham	HE1	All

b. Group 2

HEI	Group	1 Jun 2023 – 31 May 2024
AAP Education Limited t/a Escape Studios	HE2	New only
Arts University Plymouth	HE2	New only
Assemblies Of God Great Britain, T/A Missio Dei Leadership and Theological College	HE2	New only
Birmingham Christian College	HE2	New only
Birmingham Newman University	HE2	New only
Bloomsbury Institute Limited	HE2	New only
Coaching Supervision Academy	HE2	New only
Diocese of Carlisle	HE2	New only

HEI	Group	1 Jun 2023 – 31 May 2024
Global Banking School	HE2	New only
Harper Adams University	HE2	New only
Heriot-Watt University	HE2	New only
IES London	HE2	New only
IFSA	HE2	New only
Imperial College of Science, Technology and Medicine	HE2	New only
Institute for Arts in Therapy & Education Limited	HE2	New only
Institute of Development Studies	HE2	New only
Institute of Family Therapy	HE2	New only
Institute of Practitioners in Advertising	HE2	New only
International Business College Manchester	HE2	New only
INTO London World Education Centre	HE2	New only
Keele University	HE2	New only
King's College London	HE2	New only
Kingston University	HE2	New only
Leeds Arts University	HE2	New only
Leeds Beckett University	HE2	New only
Leeds Conservatoire	HE2	New only
Leeds Trinity University	HE2	New only
Leo Baeck College	HE2	New only
Liverpool Hope University	HE2	New only
Liverpool Institute for Performing Arts	HE2	New only
Liverpool John Moores University	HE2	New only
Liverpool School of Tropical Medicine	HE2	New only
London Business School	HE2	New only
London Contemporary Dance School	HE2	New only
London Institute of Banking and Finance Ltd	HE2	New only
London Metropolitan University	HE2	New only
London School of Hygiene and Tropical Medicine	HE2	New only
London School of Management Education	HE2	New only
London School of Science & Technology	HE2	New only
London School of Theology	HE2	New only
London South Bank University	HE2	New only
London Studio Centre	HE2	New only
Loughborough University	HE2	New only
Luther King House Educational Trust	HE2	New only
Maryvale Institute	HE2	New only
Middlesex University	HE2	New only
Moorlands College	HE2	New only
Mountview Academy of Theatre Arts	HE2	New only

HEI	Group	1 Jun 2023 – 31 May 2024
Navitas UK Holdings Limited	HE2	New only
Nazarene Theological College	HE2	New only
Newcastle University	HE2	New only
Nordoff Robbins Music Therapy	HE2	New only
North Cotes College	HE2	New only
Northeastern University London (NUL)	HE2	New only
Northern School of Contemporary Dance	HE2	New only
Norwich University of the Arts	HE2	New only
Numerica Risk Management & Consulting Ltd (SIRM)	HE2	New only
NYU in London	HE2	New only
Oak Hill College Library	HE2	New only
Oxford Brookes University	HE2	New only
Oxford Business College	HE2	New only
Oxford Centre for Mission Studies	HE2	New only
Real Group Ltd	HE2	New only
Regents Theological College	HE2	New only
Richmond American University London	HE2	New only
Ripon College Cuddesdon	HE2	New only
Roffey Park Institute Ltd	HE2	New only
Royal Academy of Dance	HE2	New only
Royal Northern College of Music	HE2	New only
RTC Education LTD T/A Regent College London	HE2	New only
Sevenside Institute for Psychotherapy	HE2	New only
SI Network (UK & Ireland) Ltd (Sensory Integration Education)	HE2	New only
Swedenborg Open Learning Centre – The New Church College	HE2	New only
The British Psychoanalytic Association	HE2	New only
The Institute of Health Studies	HE2	New only
The Manchester Metropolitan University	HE2	New only
The Nottingham Trent University	HE2	New only
The Open University	HE2	New only
The Queen's Foundation for Ecumenical Theological Education	HE2	New only
The University of Huddersfield	HE2	New only
The University of Hull	HE2	New only
The University of Kent	HE2	New only
The University of Lancaster	HE2	New only
The University of Leeds	HE2	New only
The University of Leicester	HE2	New only
The University of Lincoln	HE2	New only
The University of Liverpool	HE2	New only

HEI	Group	1 Jun 2023 – 31 May 2024
The University of Manchester	HE2	New only
The University of Northampton	HE2	New only
The University of Oxford	HE2	New only
The University of Portsmouth	HE2	New only
Thinkspace Education	HE2	New only
University of Hertfordshire	HE2	New only
University of London Institutes, Activities and International Programme	HE2	New only
University of Northumbria at Newcastle	HE2	New only
University of Nottingham	HE2	New only
University of Plymouth	HE2	New only

c. Group 3

HEI	Group	1 Jun 2023 – 31 May 2024
Aga Khan Library, London	HE3	New only
Anna Freud	HE3	New only
Art Academy London	HE3	New only
Bader College	HE3	New only
Best Practice Network	HE3	New only
British Psychoanalytical Society (incorporating the Institute of Psychoanalysis)	HE3	New only
CAPA The Global Education Network	HE3	New only
CIEE Study Abroad London Ltd	HE3	New only
Diocese of Guildford – Local Ministry Programme	HE3	New only
Edinburgh Theological Seminary	HE3	New only
ForMission College	HE3	New only
Hartpury University	HE3	New only
HCUK Ltd T/A The Tes Institute	HE3	New only
Higher Education Department	HE3	New only
ICMP	HE3	New only
INSTEP-WFU	HE3	New only
Light College	HE3	New only
London School of Academics	HE3	New only
London School of Business & Commerce	HE3	New only
London School of Economics and Political Science (LSE)	HE3	New only
Montessori Assessment & Education Ltd	HE3	New only
Newbold College of Higher Education	HE3	New only
Northern College of Acupuncture	HE3	New only
NS3 UK Ltd (CNELM)	HE3	New only
NSPC Ltd	HE3	New only
Oxford Centre for Religion and Public Life	HE3	New only

HEI	Group	1 Jun 2023 – 31 May 2024
Point Blank Music School	HE3	New only
Queen Margaret University, Edinburgh	HE3	New only
Queen Mary University of London	HE3	New only
Queen's University Belfast	HE3	New only
Ravensbourne University London	HE3	New only
Regent's University London	HE3	New only
Robert Gordon University	HE3	New only
Roehampton University	HE3	New only
Rose Bruford College of Theatre and Performance	HE3	New only
Royal Academy of Music	HE3	New only
Royal Agricultural University	HE3	New only
Royal College of Art	HE3	New only
Royal College of Music	HE3	New only
Royal College of Surgeons of England	HE3	New only
Royal Conservatoire of Scotland	HE3	New only
Royal Holloway and Bedford New College	HE3	New only
SAE Education Ltd	HE3	New only
Samford University in London	HE3	New only
Sarum College	HE3	New only
Scottish Episcopal Institute	HE3	New only
Sheffield Hallam University	HE3	New only
SMAE Institute (1919) Ltd	HE3	New only
SOAS University of London	HE3	New only
Society of Analytical Psychology	HE3	New only
Solent University	HE3	New only
Sotheby's Institute of Art - London	HE3	New only
Spurgeon's College	HE3	New only
St Augustine's College of Theology	HE3	New only
St Christopher's Care	HE3	New only
St George's, University of London	HE3	New only
St Hild College	HE3	New only
St Mary's University College	HE3	New only
St Mary's University, Twickenham	HE3	New only
St Mellitus College	HE3	New only
St Padarn's Institute	HE3	New only
St. Stephen's House	HE3	New only
Staffordshire University	HE3	New only
Stanford University Centre in Oxford	HE3	New only
Stranmillis University College	HE3	New only
Swansea University	HE3	New only
SWMTC South West Ministry Training Course	HE3	New only

HEI	Group	1 Jun 2023 – 31 May 2024
Syracuse University	HE3	New only
Tavistock & Portman NHS Trust	HE3	New only
Tavistock Relationships	HE3	New only
Teesside University	HE3	New only
The Acupuncture Academy	HE3	New only
The Family Therapy Training Network	HE3	New only
The Guild of Psychotherapists	HE3	New only
The Institute of Cancer Research	HE3	New only
The Institute of Group Analysis	HE3	New only
The Islamic College	HE3	New only
The London Film School	HE3	New only
The Manor House Centre for Psychotherapy and Counselling	HE3	New only
The Markfield Institute of Higher Education	HE3	New only
The Minster Centre	HE3	New only
The Prince's Foundation	HE3	New only
The Royal Academy of Dramatic Art (RADA)	HE3	New only
The Royal Central School of Speech and Drama	HE3	New only
The Royal College of Physicians	HE3	New only
The Royal Drawing School	HE3	New only
The Royal Veterinary College	HE3	New only
The University of Bolton	HE3	New only
The University of Law Limited	HE3	New only
The University of Reading	HE3	New only
The University of Salford	HE3	New only
The University of Sheffield	HE3	New only
The University of Southampton	HE3	New only
The University of St Andrews	HE3	New only
The University of Stirling	HE3	New only
The University of Strathclyde	HE3	New only
The University of Suffolk	HE3	New only
The University of Sunderland	HE3	New only
The University of Surrey	HE3	New only
The University of Sussex	HE3	New only
The University of the West of Scotland	HE3	New only
The University of Warwick	HE3	New only
The University of West London	HE3	New only
The University of Westminster	HE3	New only
The University of Winchester	HE3	New only
The University of Wolverhampton	HE3	New only
The University of York	HE3	New only

HEI	Group	1 Jun 2023 – 31 May 2024
TheWRD Ltd	HE3	New only
Tobias Trust Ltd T/A Tobias School of Art and Therapy	HE3	New only
Trinity College	HE3	New only
Trinity Laban Conservatoire of Music and Dance	HE3	New only
UCFB University Campus of Football Business Ltd	HE3	New only
UK College of Business and Computing	HE3	New only
Ulster University	HE3	New only
Union School of Theology	HE3	New only
Union Theological College	HE3	New only
University College Birmingham	HE3	New only
University College London	HE3	New only
University College of Estate Management (UCEM)	HE3	New only
University for the Creative Arts	HE3	New only
University of Notre Dame (USA) in England	HE3	New only
University of South Wales	HE3	New only
University of St Mark and St John (Plymouth Marjon University)	HE3	New only
University of the Arts, London	HE3	New only
University of the Highlands and Islands	HE3	New only
University of the West of England, Bristol	HE3	New only
University of Wales Trinity Saint David	HE3	New only
University of Worcester	HE3	New only
Waverley Abbey College	HE3	New only
Westminster Theological Centre	HE3	New only
William Booth College	HE3	New only
WPF Therapy Limited	HE3	New only
Writtle University College	HE3	New only
Wroxton College	HE3	New only
Xenophon College London	HE3	New only
York St John University	HE3	New only