



**UNIVERSITY OF LONDON**  
External System

**Undergraduate Laws Programme**

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01 February 2010

To Whom It May Concern:

The purpose of this letter is to confirm that Mrs Victoria Purtil, currently tutor at the International Centre for Legal Studies, completed her Teaching Portfolio in summer 2008. This work was completed to a high standard.

Although as you may know the relationships between the University and institutions were until recently largely informal (with the exception of the formal 'Permission To Teach' arrangements pertaining to undergraduate diploma teaching). However the Laws programme has always been in a slightly different position as there is a strong need for tutors to actively engage with the extensive learning environment supplied to students.

To this end, the University piloted the Teaching Portfolio project, and this initiative was warmly welcomed by the institutions that support External students. The purpose of the Teaching Portfolio is to foster:

- Student-centred active learning in a resource-rich environment
- A scholarly and critical approach to the teaching of law, and ethical teaching practice
- Improved planning of programmes of study and student learning activities outside class
- Enhanced management of classes, and of student work outside class
- Systematic planning of how to teach students skills, enhanced teaching of skills and ensuring that students receive useful feedback on their skills development.
- An improved basis upon which students can review the effectiveness of their learning, and provide feedback to tutors.
- Development both of students' approach to learning, and of tutors' teaching skills and effectiveness.

This project is immensely valuable to us and, in turn, we believe that it has major benefits to individual teachers and also to institutions. Completion of the Portfolio demonstrates significant commitment to and appropriate support for the Laws Programme and its learning and teaching methodology. We value the participation of tutors such as Mrs Purtil and teaching institutions such as ICLS very highly.

I trust this is helpful. For further information on the Teaching Portfolio and the institutions and tutors working in support of External students, please do not hesitate to contact me further.

Thank you for your interest in the External Undergraduate Laws Programme.

Yours sincerely,

Professor Jenny Hamilton  
Director, External Undergraduate Laws Programme