**School Programme Approval Panel**

**Proposal for a New Programme / Major Change to an Existing Programme**

New Programme Proposal [ ]

Major Change Proposal [ ]

*Note: Where there are resource implications strategic approval will need to be in place prior to consideration by Curriculum Sub-Committee.*

1. **Proposal Outline**

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| 1. Name of School
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| 1. Award and Title of proposed new programme, or existing programme\*
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| 1. Name of Programme Director
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| 4. Programme code *Existing programmes only* | 5. Proposed JACS + HECOS codes  *New programmes only* |
|  6. Mode of delivery[ ]  full-time [ ]  Blended learning[ ]  part-time [ ]  100% Distance learning[ ]  full-time and part-time [ ]  collaborative / off campus |
|  7. Proposed month and year of implementation |
|  8. Overview of the new programme / description and rationale for major changes to existing programme (expand as necessary): |
| 9. For major changes only: Impact upon existing and prospective students:(expand as necessary) Will the change have an impact upon:(i) existing students (including those on placement/ leave of absence/ resitting elements of the course) (ii) prospective students |

*\* For MOOCs, not all categories of this form will be applicable. Please seek advice from PQTP Office*

1. **Attachments**

Required for all new programmes and major changes:

 Programme Approval Panel Terms of Reference

 Item 3.4 in the Template Shop

Programme Specification

New and Revised Module Specifications

Curriculum Map

Assessment Matrix

Proposed prospectus entry

External Consultation (with academic and/or industrial reviewer)

Required for all new programmes. Required for major changes ***only*** where it is considered that the changes are of a nature where there will be a significant change to the curriculum and / or an impact on another School or a Professional Service:

Internal Consultation Forms (if appropriate):

Note: Can be summary of forms already provided to Operations Committee for strategic approval

Schools which have common terminology in their programme titles, relevant expertise or common interests for which this may be a concern e.g. Business, Management, Design

Schools which will provide teaching to the programme

The Pilkington Library

Facilities Management

IT Services

Centre for Academic Practice