
ACADEMIC APPROVAL FOR COURSES AND PROGRAMMES

Number: 1.6.2.53
 Responsibility: Deputy Vice-Chancellor (Learning, Teaching & Student Services)
 Approving Authority: Senate
 Date approved: 12 September 2017 (Meeting 3 of 2017)
 Date for next review: September 2020

	BOARD OF STUDIES	FACULTY ASQC	ACADEMIC PROGRAMMES COMMITTEE	THE SENATE	THE COUNCIL
NEW PROGRAMME	<ul style="list-style-type: none"> FORM: Use Form 1 for New Programme and Form 2 Business Case All evidence must be provided All signatures must be completed Action sought: To endorse 	<ul style="list-style-type: none"> Same as in BOS with changes if any Action sought: To endorse 	<ul style="list-style-type: none"> Same as in FASQC with changes if any Action sought: To endorse 	<ul style="list-style-type: none"> Same as in APC with changes if any Action sought: To recommend for institution 	<ul style="list-style-type: none"> Same as in Senate with changes if any Action sought: To institute the new programme
PROGRAMME REVISION <ul style="list-style-type: none"> Change to Programme title Change to Programme Graduate Outcomes Change in courses making up a programme Change in a Single Major, One Major in a Double Major or Minor Creation of new Major or Minor 	<ul style="list-style-type: none"> FORM: Use Form 3 Revision to Programme All evidence must be provided, include Programme Map All signatures must be completed Action sought: To endorse 	<ul style="list-style-type: none"> Same as in BOS with changes if any Action sought: To endorse 	<ul style="list-style-type: none"> Same as in FASQC with changes if any Action sought: To endorse 	<ul style="list-style-type: none"> Same as in APC with changes if any Action sought: To approve 	Noted by Council from Senate Report

	BOARD OF STUDIES	FACULTY ASQC	ACADEMIC PROGRAMMES COMMITTEE	THE SENATE	THE COUNCIL
NEW COURSE	<ul style="list-style-type: none"> • FORM: Use form for New Course • All evidence must be provided • All signatures must be completed • Action sought: To endorse 	<ul style="list-style-type: none"> • Same as in BOS with changes if any • Action sought: To endorse 	<ul style="list-style-type: none"> • Same as in FASQC with changes if any • Action sought: To endorse 	<ul style="list-style-type: none"> • Same as in APC with changes if any • Action sought: To approve 	Noted by Council from Senate Report
COURSE REVISION <ul style="list-style-type: none"> • Calendar entry • Letter prefix and course number • Course title • Learning Outcomes (<i>new</i>) • Assessment • Offering: mode or semester or both • Changes to content not affecting course learning outcomes and assessment (<i>new</i>) • Required Texts not involving substantial cost 	<ul style="list-style-type: none"> • FORM: Use form for New Course but tick Revision • Complete Section A and B, sign-off and provide evidence • All evidence must be provided • All signatures must be completed • Action sought: To endorse <p>The following are approved at BoS level and noted at FASQC.</p> <ul style="list-style-type: none"> • Changes to content not affecting course learning outcomes and assessment (<i>new</i>) • Required Texts not involving substantial cost 	<ul style="list-style-type: none"> • Same as in BOS with changes if any • Action sought: To endorse 	<ul style="list-style-type: none"> • Same as in FASQC with changes if any • Action sought: To approve 	Noted by Senate from APC Report	No action