VALIDATION: OUTLINE PLANNING PERMISSION

SEC/2014/3/0668

THIS FORM IS SPECIFICALLY FOR USE FOR PROGRAMMES REQUIRING <u>VALIDATION</u>.

A.   SUMMARY OF PROPOSAL

College	
School/Division	
Lead Proposer	
Collaborating Divisions/Schools/Faculties	
Other External Collaborative Partners	
Proposed Start Date	
Revalidation Due *(5 years after revalidation)*	
College Programme Code	

A.1   PROPOSED AWARD(S) AND TITLE(S)

Academic Award Type (e.g. FdA, FdSc, BA (Hons))		**Academic Award Title (Where an amendment to a title is proposed, please provide both the proposed and the old title)**

FHEQ Level	**No. of credits**	**Length of programme**

A.2   ACADEMIC REGULATIONS

The proposals align with the current Academic Regulations set out in the Undergraduate Assessment Regulations for Associate Colleges (SEC/2014/3/0517) (please tick to confirm statement ✓)	

A.3   PROFESSIONAL QUALIFICATIONS

Please specify any profession qualifications associated with the programme (or change of programme).

Professional Qualification	
Professional Body	

A.4   PROPOSED LOCATION(S) AND MODES OF DELIVERY

What is the expected mode of delivery? (Face to face; in the employers workplace; block or day release; blended learning; online learning)

Location(s)	
Mode of delivery	**Provide additional information where necessary**

A.5   RECRUITMENT TARGET

	Total Numbers (into first year of prog.)	

Full Time/Part Time	Year 1	Year 2	Year 3	Year 4	Year 5					
F/T										
P/T										

A.6 ENTRY REQUIREMENTS AND PROGRESSION

Please include progression opportunities for further education/training and/or employment.

300 words maximum

B. DETAILS OF PROPOSAL

B.1 RATIONALE FOR OFFERING THE PROGRAMME

Provide a summary rationale for the proposed Validation of the programme, including the following topics:
- *brief overview of the programme*
- *benefits for the College*
- *anticipated market (with reference to students and employers)*
- *alignment with College strategy*
- *market research carried out (brief summary)*
- *external consultation (e.g. employers, Sector Skills Councils, professional bodies etc.).*

2000 word maximum, to address each bullet point succinctly

B.2 ACADEMIC GUIDELINES

Provide a summary of the academic guidelines used as reference in structuring the programme, including: QAA Subject Benchmarks, and (where relevant) Foundation Degree Qualification Benchmarks, Sector Skills Council guidelines, QAA Characteristics Statement for Higher Education Apprenticeships, professional/accrediting body guidelines.

Bulleted list

B.3 AIMS

Provide the general aims of the programme.

B.4 PROGRAMME LEARNING OUTCOMES

Provide outcomes for both foundation and honours level where appropriate:

B.5 CURRICULUM DESIGN AND STRUCTURE

- *Articulate the strands/themes around which the programme is designed, associated links between modules, and progression within the programme.*
- *Include a diagram of the programme structure, including levels and credit values.*
- *Provide, for each module, a summary overview of the indicative content (one sentence per module required).*

Maximum 500 words including diagrams/tables

B.6 TEACHING, LEARNING AND ASSESSMENT

Provide a summary of teaching, learning and assessment strategies and methods. Where a flexible mode of delivery is being proposed, a brief description of this should be provided.

Maximum 500 words

C. RESOURCES

C1. School-based Staffing:	
Academic Staff (*list staff against modules*)	
Support/Administrative Staff	
Other Staffing	
C.2 Library and Media Resources:	
Book and text-based information sources (including 3rd party resources and journal subscriptions)	
Electronic resources (e.g. databases, multimedia)	
C.3 ICT Resources:	
ICT and additional Information Technology resources	
C.4 Other Equipment Required:	
Any other equipment that might be required to assist the delivery of this programme	
C.5 Space requirements:	

Adequate space requirements for study/practical areas or refurbishment/expansion required	
C.6 **Other resources:**	
Specific requirements to support learning in the workplace	

D.   **COLLEGE SUPPORT FOR INCLUSIVE LEARNING**

Provide summary information on the College's support for inclusive learning including additional facilities/equipment available.

200 words maximum

E.   **CONSULTATION**

Programme Consultants for an existing Foundation Degree must be consulted over the development of a <u>linked Honours top-up programme</u>. For other new programmes where Lancaster University already has existing validated programmes in a <u>cognate subject area</u>, the College may wish to consult informally with the relevant Programme Consultant. For new programmes being developed in <u>entirely new subject areas</u>, the University will identify a Programme Consultant for the programme following approval of the OPP. Please contact the Academic Standards and Quality Office at the University if you have any queries about this aspect of the procedure.

Has a Lancaster University Programme Consultant been consulted? ('Yes' or 'No')	

*Where the College has consulted with an existing Programme Consultant, e-mail confirmation of this <u>must</u> be attached to this form.

F.   **AUTHORISATION**

SIGNATURE OF PROGRAMME LEADER			
Name *(please print)*			
Title			
Signature		**Date**	
SIGNATURE OF HEAD(S) OF SCHOOL(S)/DIVISION(S) AND DEAN OF HE/DIRECTOR OF HE *These signatures confirm institutional endorsement of the programme and a commitment to resource programme development and delivery.*			
Head(s) of School(s)/Division(s)	Name *(please print)*:	**Date:**	
	Signature:		

Dean of HE/Head of HE	Name *(please print)*:	Date:	
	Signature:		