NEW AWARDS AND OTHER VARIATIONS FROM THE REGULATIONS

There may be instances in which a new programme proposal does not fit within the existing University frameworks, and this section gives details of how to apply for variations. These processes may also be used for existing programmes.

1 Addition of a new award to the university's portfolio

The University's portfolio of academic awards is extensive – it covers a range of awards at all levels of the Framework for Higher Education Qualifications of UK Degree-Awarding Bodies, and it should be possible to locate the majority of new programme proposals within this list. Hence, a strong rationale is required for the addition of any new awards.

Where a programme development team believes it is necessary to establish a new award type, they must secure Academic Board's approval as soon as possible after initial approval for the new programme has been granted, well in advance of the programme approval event.

The application for the addition of a new award to the University's portfolio must be approved by the Faculty AESC/QLIC (this may be done by Chair's Action) and submitted for University approval to the Quality & Learning Infrastructure Committee, using template T2.1. QLIC will assess the proposal and make a recommendation to Academic Board on whether or not to approve the new award.

The submission must provide a clear rationale for the establishment of the proposed new award, referring to:
  i. the list of existing University awards, giving an explanation of why none of the awards in the current portfolio will suffice;
  ii. where it fits within the Framework for Higher Education Qualifications and the Higher Education Credit Framework for England;
  iii. the needs of the discipline, i.e. how the new title expresses the nature of the programme/s of study it will relate to; and the extent to which it is being used by other higher education institutions, including examples of the award being used elsewhere;
  iv. requirements of employers of graduates, i.e. how the qualification will be recognised within the relevant profession/industry.

2 Application for variation from the university regulations

The University's expectation is that programmes of study should be designed to fit within the University's regulations and frameworks, which are informed by relevant sector guidance and regulatory requirements. However, it is recognised that it may be necessary for a minority of programmes to vary from the regulations in certain respects in order to meet national expectations in the discipline or profession.

Where a programme team wishes to apply for a variation from the University Regulations - either for new or existing programmes - QLIC approval must be sought prior to the application of the variation. In the case of new programmes, this approval must be secured in advance of the approval event.

The application for variation from the regulations must be presented on template T2.2, which requires programme teams to provide a clear rationale for the proposal, including reference to:
  i.   the consultation process (students, employers, external examiners, etc)
  ii.   the potential impact on any University policies or frameworks for assessment
  iii. relevant professional body requirements

The proforma must be signed off by the Chair of FAESC/QLIC (ADESE) before submission to QLIC for approval.
Text should be Arial 12 point justify left to be fully accessible.