

## Amendments to UPR AS17 (Schedule of Awards) for 2019/20

This paper summarises the amendments to UPR AS17 for the 2019/20 academic year.

### 1. Revised validation and periodic review approval deadlines

Previous validation and periodic review approval deadlines for UH-delivered programmes had been causing pressure on both Schools and Academic Services, primarily due to the need to meet the expectations of Consumer Protection Law (as described in CMA guidance, at: <https://www.gov.uk/government/collections/higher-education-consumer-law-advice-for-providers-and-students>). ADC has therefore approved amended deadlines for UH-delivered courses and collaborative provision courses, which recognise the needs of the CMA guidance, the need to be responsive to new developments and the need to distribute the validation and periodic review workload. The following deadlines have been approved:

1. New courses advertised and applied for through UCAS (i.e. most Bachelor's Degrees and Foundation Degrees): 24<sup>th</sup> December (however, where courses need to be advertised in time for the full UCAS cycle then the deadline is 30<sup>th</sup> September);
2. Periodically reviewed UCAS and non-UCAS courses: 24<sup>th</sup> December;
3. New non-UCAS courses (e.g. Master's courses, level 6 top-up courses): 31<sup>st</sup> March.
4. Courses delivered by overseas collaborative partners, closed courses, Higher Apprenticeships and Degree Apprenticeships: 30<sup>th</sup> June.
5. PSRB-initiated periodic review (following a PSRB accreditation visit, changes to PSRB regulations): considered on an individual basis.

The following amendments to UPR AS17, section B1 have been approved:

#### B DEVELOPMENT AND APPROVAL PROCEDURES FOR NEW PROGRAMMES OF STUDY (formerly AQPR.8.2)

#### B1 Validation and Periodic Review (formerly AQPR 8.2.1)

#### B1.1 Validation of new programmes

B1.1.14 At the conclusion of a validation, an AQ3 approval form (or AQ4 approval form for collaborative programmes) should be completed by the School, with the appropriate documentation for ratification and signature by the Chairman of the validation event, the relevant ADAQA, the Chairman of SEEC and, finally, the Vice-Chancellor on behalf of Academic Board. Unless otherwise agreed by the DAQA, recommendations for approval of **all** new programmes must be made no later than:

- i* 24 December *for all awards advertised and applied for through UCAS;*
- ii* *31 March for University-delivered and UK collaborative partner-delivered awards which are advertised and marketed through alternative means, including Master's awards;*
- iii* 30 June for ~~collaborative programmes~~ *awards delivered by overseas collaborative partners, closed courses, Higher Apprenticeships and Degree Apprenticeships.*

#### B1.2 Periodic review of programmes

B1.2.10 The outcome of the review will be a report of the review event with a recommendation to the Academic Board that the programme(s) either:

- i* continue in indefinite approval, subject to compliance with the outcomes of annual monitoring and further periodic review within a specified period (normally six (6) years);
- or

- ii continue in fixed term approval for a specified period; or
- iii be not approved for further intakes.

The draft report will be circulated to all those present at the event for comment prior to confirmation by the Chairman of the Panel. The recommendation will be subject to standard requirements and may, additionally, be subject to specific conditions to be met within prescribed timescales. All recommendations to the Academic Board must be submitted no later than 24 December (by 30 June for *overseas* collaborative programmes), unless otherwise agreed by the DAQA.