Programme Approval Process Flowchart

Document Control Box	
Document title (include version number if amended within same year as approved)	**Programme Approval Process Flowchart**
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Related statutes or regulations	
Related policies/procedures/guidance/forms	Programme Approval Policy and Programme Approval Forms
Staff member responsible for update	Academic Director

Amendment History

Version	Revision Summary	Date Approved	Author

Programme Approval Process Flowchart

| Initial idea from faculty, professional staff or PSRB

HOD takes idea to SMT for agreement | → | Programme proposer and Academic Director complete Strategic Approval Form | → | SMT agrees strategic proposal and development of a business case |

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| PDWG develop details of business case and complete Business Case Approval Form | ← | PARRC convene a Programme Development Working Group | ← | Academic Director convenes a PARRC |

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| SMT check business case and give approval to proceed to Finance Committee | → | Finance Committee recommend business case for approval by Governors | → | PDWG (under direction of PARRC) develop details of full academic proposal and complete Academic Approval Form/Non-HE Courses Approval Form |

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| Final proposal sent to SMT to check for resource and management implications | ← | Academic Approval Form submitted to Validation Panel or PARRC for academic scrutiny | ← | Academic Approval Form submitted to SMT to check for resource and management implications |

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| Final proposal sent to Academic Board for academic approval | → | Governors give final decision for programme to be implemented |