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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | UHI PROGRAMME DEVELOPMENT APPROVAL (SQA) | | | | | | | | AP1 | |
| **Academic partner:** | | | |  | | | | | | | | | |
| **UHI subject network:** | | | |  | | | | | | | | | |
| **UHI faculty:** | | | |  | | | | | | | | | |
| **Please identify all academic partners involved with the programme proposal:** | | | | | | | | | | | | | |
| AC | HTC | IC | WHC | | LCC | MC | NAFC | NHC | OC | PC | SAMS | SC | SMO |
| **Please indicate whether the programme is currently offered at other UHI academic partners. If ‘yes’, please highlight relevant centres below:** | | | | | | | | | | | | Yes / No | |
| AC | HTC | IC | WHC | | LCC | MC | NAFC | NHC | OC | PC | SAMS | SC | SMO |
| **Please confirm that initial discussions about the proposal have been held with the relevant subject network and faculty dean:** | | | | | | | | | | | | Yes / No | |

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| Information FOR ACADEMIC PLANNING COMMITTEE |
| Please explain how the proposed course/programme development is in line with relevant UHI strategies (eg UHI Strategic Plans, Faculty Plans and Academic Partner Plans). |

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| Programme Information | | | | | |
| **Programme title:** | |  | | | |
| **Group award code:** | |  | **Awarding body:** |  | |
| **Please confirm whether the programme is fundable:** | | Yes / No | **Estimated additional numbers generated by the programme over the next three sessions:** | | 1: |
| 2: |
| 3: |
| **Start date:** | *mm/yyyy* | **Programme duration:** |  | **Mode of delivery:** | *ft/pt/flexible* |
| 1. Programme Marketing and Promotion | | | | | |
| Brief details of market research, identifying the target audience and a justification for the proposed programme: | | | | | |
|  | | | | | |
| Please provide a brief promotional statement that will inform potential applicants, future prospectus content and programme advertisement: | | | | | |
|  | | | | | |
| 2. Programme Resources | | | | | |
| *Please include details of costings within Appendix 1 to provide a clear overview of resource requirements.* | | | | | |
| 2.1 Staffing and staff development (include any additional staff requirements and staff development needs to enable programme to be offered): | | | | | |
|  | | | | | |
| 2.2 Accommodation (details of existing accommodation to be used and additional accommodation requirements): | | | | | |
|  | | | | | |
| 2.3 Library resources, learning materials, equipment, video-conferencing (detail costings of resources required to enable programme to be offered, including consumables) etc: | | | | | |
|  | | | | | |
| 2.4 Programme team (including servicing staff and learning assistants / technical support staff): | | | | | |
|  | | | | | |

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| **SUPPORT FOR PROPOSAL - Signatures** | | | |
| **Signed by principal of academic partner:** |  | **Date:** |  |
| **Position:** |  |  |  |
| Support to Progress with Proposal | | | |
| **Academic Partner Quality Committee chair:** |  | **Date:** |  |
| **Please return the form to Academic Partner Quality Manager after completion / signature** | | | |
| **UHI dean of faculty:** |  | **Date:** |  |

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| Resources | | (AP1) Appendix 1 | |
| **What staffing, equipment and financial resources are required for this development?** | | | |
| Use this table to summarise costs described within section 2 above. | | | |
|  | **Quantified level of resource (please identify cost)** | | |
| **Within existing resources** | | **New resource demand** |
| **Programme development** | **Cost (£)** | | **Cost (£)** |
| Staffing |  | |  |
| Equipment |  | |  |
| Accommodation |  | |  |
| Financial |  | |  |
| Other |  | |  |
| **Programme delivery** | **Cost (£)** | | **Cost (£)** |
| Staffing |  | |  |
| Equipment |  | |  |
| Accommodation |  | |  |
| Financial |  | |  |
| Other |  | |  |
| **Total** |  | |  |