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| Programme Proposal Form |

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| Faculty: |  | |
| School: |  | |
| Provisional title for new programme/specialisation: |  | |
| Proposed start date for first cohort (for new programmes) |  | |
| Does the programme/specialisation adhere to the University’s [degree naming conventions](https://www.southampton.ac.uk/~assets/doc/quality-handbook/Degree%20Nomenclature.pdf)[[1]](#footnote-1) | | **Yes/No** |

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| **Brief description of programme/specialisation** |
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| **Rationale**  Comment on the key reasons why the University of Southampton should offer this programme/specialisation and explanation as to how the programme fits within the School and Faculty strategic plans for education and for research.   * Consider whether there is similar provision in the same School, Faculty or elsewhere in the University. * Describe why there is a clearly identified need and the proposed target audience for the programme/specialisation? |
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| **Equality Impact**   * What is the potential for the programme/specialisation to contribute specifically to increasing the diversity of the student population? * What consideration has been given to and mitigation for the potential to discriminate against students with a particular [protected characteristic](http://www.equalityhumanrights.com/private-and-public-sector-guidance/guidance-all/faqs) due to curriculum content or delivery e.g. field work that excludes students with a disability? * What consideration has been given to ensuring appropriate delivery of curriculum content, understanding the significance of context for students from diverse backgrounds? |
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| **Key Risks**  Comment on the outcomes of consultation relating the key risks associated with the delivery of this programme/specialisation, and how these will be managed.   * Include commentary on the financial viability and the financial benefits of introducing, the programme/specialisation. * Also, are there any factors which limit, or are likely to limit, capacity on the programme/specialisation? |
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| **Marketing**  Describe the outcomes of consultation relating to the programme title testing and current UK, international and new markets that may find the programme/specialisation attractive. |
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| **Financial Input**  Describe the outcomes of consultation relating to intake and resources.   * Are there any requirements for additional staffing to deliver the programme/specialisation? * Costing for any additional/exceptional requirements. * What are the indicative student intake figures? * Are there specific implications for learning resources – for example anticipated requirements for additional laboratory teaching, placements, software, non-standard timetabling requirements? |
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**Additional Programme Information**

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| **This is a distance-learning programme** | **Yes/No** |
| If YES, please provide further details here: | |
| **This is a collaborative programme** | **Yes/No** |
| Where applicable, list the names of any collaborative partners engaged in the delivery of the programme and confirm the percentage of the programme to be taught by the collaborative partner. | |
| **This is a joint honours programme** | **Yes/No** |
| If YES, please provide further details of the other Schools/Faculties involved in delivering the programme (e.g. shared teaching/joint honours or modules delivered by another School/Faculty).  *The non-initiating School/Faculty should comment on the above proposal, including details on their understanding and agreement of ownership of the programme/specialisation.* | |
| **This programme will include a placement, student exchange or year abroad** | **Yes/No** |
| If YES, please provide further details here, *include whether this will be a compulsory part of the programme* | |
| **This programme will be delivered solely or primarily on-line** | **Yes/No** |
| If YES, please provide further details here: | |
| **Some or all of the students on this programme will study the whole of the programme outside the UK** | **Yes/No** |
| If YES, please provide further details here: | |
| **This programme will involve external accreditation/professional recognition** | **Yes/No** |
| If YES, please provide further details here: | |
| **Does this programme require alternative arrangements outside of this Programme validation process.** | **Yes/No** |
| If YES, please provide further details here: | |

**Additional Sections to be completed following stage 2 if considered necessary by Associate Dean (Education & Student Experience (ADE)..**

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| **Student Consultation**  Detail the outcomes of student consultation on the new programme/specialisation when discussed at SSLC or other forum. |
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| **Employability**  Describe the outcomes of consultation relating to the labour market need (current/new) and engagement with employers to evidence this. Comment on how employability activities are being embedded in the curriculum and whether there will be any opportunities for work related learning. |
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| Information Technology Detail the outcomes of consultation with the Business Relationship Manager. |
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| Other Stakeholder Consultation Detail the outcomes of consultation with other stakeholders. |
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1. If the programme does not align an exemption will need to be approved by AQSC. Please provide further details. [↑](#footnote-ref-1)