

**SECTION A - Strategic Approval**

This section should provide a concise summary of the main features of the proposed pathway to support a strategic decision as to further development.

The College Proposer (College Director/Principal or nominee) will complete Section A.1 while Section A.2 will be completed by the University Proposer (Academic Lead within the School). The College Proposer should also develop and complete a Discounted Cashflow (DCF) model for internal College and Navitas UPE review.

Once completed, this must be submitted to the relevant Navitas Executive General Manager (EGM) and Head of Education for approval prior to seeking any approval from the University Partner. With this approval in Section A.3, the University Proposer should forward the Form to the relevant Faculty Quality Officer within the University Academic Affairs/Quality Department for University approval. The Faculty Quality Officer will then circulate the Form to the following for a University decision:

- Head of School; or
- Associate Dean of Faculty
- Dean of Faculty

**Section A.1**

**To be completed by the College Proposer:**

<b>College Proposer</b>	<b>Name</b>	
	<b>Position</b>	
	<b>Email</b>	
<b>University Partner Proposer</b>	<b>Name</b>	
	<b>Position</b>	
	<b>Email</b>	
<b>Articulating Department/School</b>		

<b>Articulating Faculty (where required)</b>		
<b>Pathway</b>		
<b>[COLLEGE] Programme Title</b>		
<b>Articulating Level (FHEQ or similar)</b>	<b>University Degree Title</b>	<b>Level</b>
<b>College Stage(s)</b>		
<b>Business Case inclusive of:</b> <ul style="list-style-type: none"> <li>• Executive Summary</li> <li>• Synopsis of Proposal</li> <li>• Rationale</li> <li>• Context against Current Provision</li> <li>• Competitor Analysis</li> <li>• Market Analysis</li> <li>• Financial Projections: <ul style="list-style-type: none"> <li>○ Numbers</li> <li>○ Market Spend</li> <li>○ Breakeven Point</li> </ul> </li> <li>• Curriculum Model</li> <li>• Initial College Intake Date</li> <li>• Initial FTEs of the Cohort</li> <li>• Annual Maximum Quota of Student Numbers to University (where applicable)</li> <li>• Projected Annual Progression Student Heads to University</li> <li>• Progression Rate for College stages</li> <li>• Initial Progression Date of Cohort to University</li> <li>• Course Fees per Student</li> <li>• Associated Costs to the Student</li> <li>• Additional College Resource Commitment</li> <li>• Additional University Resource Commitment, e.g., library textbooks, laboratory and technical support, etc.</li> </ul>		



<b>Navitas UPE Executive General Manager</b>			
<b>Navitas UPE Head of Education</b>			

## Section A.4

**For University Partner Approval. To be completed by the relevant Faculty Quality Officer:**

<b>Strategic Approval Granted</b>	<b>Name</b>	<b>Written Notification Attached</b>	<b>Date</b>
<b>Head of School / Associate Dean of Faculty</b>			
<b>Dean of Faculty</b>			
<b>Convenor of University Partner Academic Development Committee</b>			

## Section A.5

**The relevant Faculty Quality Officer must refer the decision to the subsequent sessions of the following:**

<b>Academic Advisory Committee</b>	<b>Date</b>		<b>Session</b>	
<b>Joint Strategic Partnership Management Board</b>	<b>Date</b>		<b>Session</b>	
<b>University Partner Academic Development Committee</b>	<b>Date</b>		<b>Session</b>	

## SECTION B – Full Approval

This Full Approval section may be completed where scrutiny and consensus on the fitness for purpose of the curriculum of new pathways, has been agreed by:

1. Academic Registry\*
2. Scrutiny Panel\*\*

\*Academic Registry should have reviewed and approved the associated documentation inclusive of Programme Specification/s, required Definitive Module Documents, Pathway Operations Document and, where applicable, Student Handbook/Guide, CPRs, etc.

\*\*The University Scrutiny Panel should have reviewed and approved documentation inclusive of Programme Specification/s, required Definitive Module Documents and Student Handbook/Guide.

Completion of this Form indicates that 'full formal approval' has been granted to the pathway and programme curriculum.

<b>College Director/Principal</b>	
<b>Name</b>	
<b>Signature</b>	
<b>Date</b>	

<b>Navitas UPE Head of Education</b>	
<b>Name</b>	
<b>Signature</b>	
<b>Date</b>	

<b>Head of University Partner Learning and Teaching Committee</b>	
<b>Name</b>	
<b>Position (or nominee)</b>	
<b>Email</b>	
<b>Signature</b>	
<b>Date</b>	