

New Academic Programme Proposal - Stage 2

1 Title:

2 Start date:

3 School:

4 Primary Contact for queries:

5 Fees (if not standard):

6 UG offer level (if appropriate):

7 Academic rationale and how it fits with the strategy of the School:

8 Outline Structure:

Attach course structure for the programme and identify any special features (eg study abroad, placements)

9 Market research:

We confirm that market research from Student Recruitment Services has been built in to the programme development. [Please mention any specific issues.]

10 Marketing budget to be made available by School: £

11 Financial case, including target student numbers:

Confirm that a Business Plan has been agreed with the Finance Manager and any financial issues have been resolved.

12 Resources required

List any resources required, eg academic or professional services staff, physical, laboratory, library or IT resources).

Signed by School Director of Teaching and Learning to confirm agreement with the proposal and commit to providing validation documents by (date).

Signed:.....Date:.....

Signed by Head of School to confirm that necessary resources will be made available for curriculum development, teaching and administration and marketing costs:

Signed:.....Date:.....

Please send this form to Angela Pater, Deputy Academic Secretary, Sussex House, room 349; email a.pater@sussex.ac.uk, tel x 8794