***Please delete the guidance boxes when completing this form.***

***Guidance***RefertoSection 2 of the Academic Quality Handbook for further details: <https://www.aber.ac.uk/en/aqro/handbook/dev-review/>

The proposing department should consult with the Academic Registry to determine if the proposal should follow the ‘Executive Approval Pathway’ or the ‘Non-Executive’ Approval Pathway. Please note that this form should only be completed to join two pre-existing approved major, minor or joint elements. Departments should follow the New Provision in an Existing Area or Executive Approval Pathway to create new major, minor or joint elements.

**Please note that forms will not be accepted until all signatures have been obtained.**

All sections should be completed by the proposing department in consultation with the **Faculty Pro Vice-Chancellor, Planning Department, Global Marketing and Student Recruitment (GMSR) and the Academic Registry** and signed by the Head of the proposing department (and Head(s) of all departments involved with the delivery of the scheme). The proposal should be submitted to the Portfolio Planning Committee which will consider proposals in the context of the overall portfolio. Once it has received approval from the PPC to proceed to the next stage of the approval process it should be submitted to the Faculty Approval Panel.

**Collaborative Provision:** where any changes may affect collaborative provision please consult with the Deputy Registrar, Academic Partnerships ([collaboration@aber.ac.uk](mailto:collaboration@aber.ac.uk))

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| 1 | General Information | |
| 1.1 | Proposing departments (lead department to be named first) | Click here to enter text. |
| 1.2 | Faculty / Faculties | Click here to enter text. |
| 1.3 | Scheme Title *(English)* | Click here to enter text. |
| 1.4 | Scheme Title *(Welsh)* | Click here to enter text. |
| 1.5 | Language(s) of delivery | Click here to enter text. |
| 1.6 | Scheme Co-ordinator | Click here to enter text. |
| 1.7 | Sandwich year (please provide the weighting in the Cascade) | Click here to enter text. |
| 1.8 | JH/Major/Minor \*proposal must be for the combination of two pre-approved halves. If the ‘half’ has not been approved please complete SDF2 or SDF3. | Click here to enter text. |
| 1.9 | Proposed date of introduction | Click here to enter text. |
| 1.10 | Campus code, Please confirm which campus the scheme will be delivered on (i.e. AB = Aberystwyth, franchise partner). If delivery is by a franchise partner please indicate which partner | |
|  | Click here to enter text. | |
| 1.11 | What are the strategic and academic rationales for the introduction of the new scheme? | |
|  | Click here to enter text. | |

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| 2 | **The Welsh Language Standards** |
| 2.1 | Please comment on how the proposal complies with the Welsh Language Standards [https://www.aber.ac.uk/en/cgg/bilingual-policy/](https://www.aber.ac.uk/cy/cgg/bilingual-policy/), and with Standard 104 specifically:  When you develop or revise a course (or any component of a course) you must consider—  **(a) what effects, if any (and whether positive or negative), that course would have on—**  (i) opportunities for persons to use the Welsh language, and  (ii) treating the Welsh language no less favourably than the English language;  **(b) how that course would have positive effects, or increased positive effects, on—** (i) opportunities for persons to use the Welsh language, and  (ii) treating the Welsh language no less favourably than the English language;  **(c) how that course would not have adverse effects, or so that it would have decreased adverse effects on—** (i) opportunities for persons to use the Welsh language, and  (ii) treating the Welsh language no less favourably than the English language |
|  | Click here to enter text. |
|  | **Welsh medium provision** |
| 2.2 | Please comment on how the proposal contributes towards Aberystwyth University's strategic objectives in terms of developing Welsh medium academic provision. |
|  | Click here to enter text. |
| 2.3 | Outline the proposal's implications within the context of the investment made to the University's Welsh medium provision by y Coleg Cymraeg. Make specific reference to the subject grants, the incentive grants, sponsorship at module level and scholarships. |
|  | Click here to enter text. |
| 2.4 | Highlight any effect on Welsh medium provision within schemes or academic departments. You should specifically refer to (i) any positive effects; (ii) any negative effects; and (iii) the steps taken to mitigate any negative effects. |
|  | Click here to enter text. |
| 2.5 | If it's a new scheme, please note what percentage of the scheme will be available through the medium of Welsh.  If it's an existing scheme, please note what percentage is available through the medium of Welsh currently, and the percentage that will be available through the medium of Welsh when the scheme is restructured. |
|  | Click here to enter text. |

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| 3 | MAJOR (80 credits) / MINOR (40 Credits)  JOINT (60/60 Credits) |

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| Year 1 | Semester 1 | Semester 2 |
| Department 1 | | |
| Scheme rules | Click here to enter text. | |
| Core/Prerequisite Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Optional Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Department 2 | | |
| Scheme rules | Click here to enter text. | |
| Core/Prerequisite Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Optional Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |

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| Year 2 | Semester 1 | Semester 2 |
| Department 1 |
| Scheme rules | Click here to enter text. | |
| Core/Prerequisite Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Optional Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Department 2 |
| Scheme rules | Click here to enter text. | |
| Core/Prerequisite Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Optional Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |

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| Year 3 | Semester 1 | Semester 2 |
| Department 1 | | |
| Scheme rules | Click here to enter text. | |
| Core/Prerequisite Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Optional Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Department 2 | | |
| Scheme rules | Click here to enter text. | |
| Core/Prerequisite Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Optional Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |

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| Year 4 | Semester 1 | Semester 2 |
| Department 1 | | |
| Scheme rules | Click here to enter text. | |
| Core/Prerequisite Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Optional Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Department 2 | | |
| Scheme rules | Click here to enter text. | |
| Core/Prerequisite Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |
| Optional Modules (including Welsh-medium equivalents) | Click here to enter text. | Click here to enter text. |

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| 4 | Entry Requirements |
| 4.1 | Please list the entry requirements (include min and max tariff points, GCSE Reqs, A Level Reqs, BTEC/NatDip Reqs, International BACC Reqs and EU BACC Reqs) |
|  | Click here to enter text. |

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| 5 | The proposal must be discussed with the Planning Office. |
| 5.1 | Recruitment Potential (in consultation with Planning) |
|  | Click here to enter text. |
| 5.2 | What is the estimated student demand for the scheme? |
|  | Click here to enter text. |
| 5.3 | What is the minimum number of students necessary for viability? |
|  | Click here to enter text. |
| 5.4 | Who are the target participants / markets? |
|  | Click here to enter text. |

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| 6 | Marketing subject to approval |
| 6.1 | If the department wishes to make a case for advertising subject to approval, the rationale should be made here, with reference to the guidance in section 2.1 of the AQH. This would include printed and online materials in addition to the formal University prospectus, but the scheme would not appear on UCAS or University course search until final approval. |
|  | Click here to enter text. |
| 6.2 | Departments are also asked to provide a summary (250 words maximum) on why a student would want to study this course, which will form the basis of the marketing information online. The summary should be to the point, engaging and clear, drawing in potential applicants so that they want to find out more on the web site. Ideally it should make reference to any special features in a scheme, the USP of the Department and how the degree is relevant in the current job market. |
|  | Click here to enter text. |

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| Authorisation |  | | |
| PLEASE NOTE THAT FORMS WILL NOT BE ACCEPTED UNTIL ALL SIGNATURES HAVE BEEN OBTAINED AND BOXES COMPLETED. Only electronic signatures or typed name with supporting email from signatory will be accepted. | | | |
| Department Major Component/Joint Honours | Click here to enter text. | | Click here to enter a date. |
| Head of Department | Click here to enter text. | | Click here to enter a date. |
| By signing this form I confirm I have consulted with (please select box):  Faculty Pro Vice-Chancellor (all faculties involved)  Global Marketing and Student Recruitment  Planning Office  Academic Registry – QA&E link | | | |
| Department Minor Component/Joint Honours | Click here to enter text. | | Click here to enter a date. |
| Head of Department | Click here to enter text. | | Click here to enter a date. |
| Combination feasible with timetable | | | |
| *Information Services  (contact Customer Services and Academic Engagement  (*[*nrj@aber.ac.uk*](mailto:nrj@aber.ac.uk) */* [*eak@aber.ac.uk*](mailto:eak@aber.ac.uk)*)* | Click here to enter text. | Click here to enter a date. | |

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| Faculty Approval Panel Decision (*to be completed by Academic Registry*) | |
| Decision of Faculty Approval Panel (rejection, unconditional approval, conditional approval, refer to full FAAC, referral back to Department, reject on QA grounds only) | Click here to enter text. |
| Date of meeting | Click here to enter a date. |
| Date reported to FAAC | Click here to enter a date. |
| If referred back to Department: |  |
| Date of meeting at which proposal was re-considered | Click here to enter a date. |
| Additional meetings if required (please list meeting and date) | Click here to enter a date. |

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| Scheme code (*to be completed by Academic Registry*) | |  |
|  | Scheme Code | Click here to enter text. |
|  | Entered onto AStRA (date) | Click here to enter text. |

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| Form name: | Scheme Development Form 4 (SDF4) | | |
| Version: | 5 | Publication Date: | February 2022 |
| Reason for update: | Updated to include confirmation of consultation with FPVC, GMSR and Planning in authorisation section | | |
| Approved: | Assistant Registrar, Assurance and Enhancement | Effective From: | February 2022 |
| Contact: | Quality Assurance and Enhancement Team: [qaestaff@aber.ac.uk](mailto:qaestaff@aber.ac.uk) | | |