

## REVALIDATION PROPOSAL

This form should be used to summarise proposed changes to programmes due for revalidation and applies to programmes delivered at the Royal Agricultural University and Collaborative Partner Institutions. This form should be completed and returned to Academic Quality at [quality@rau.ac.uk](mailto:quality@rau.ac.uk) at least 4 weeks before an Academic Strategy and Planning Committee (ASPC) for programme revalidation the next academic year. In order to be included in the validation schedule for the forthcoming academic year, this form needs to be presented latest at the June ASPC each year. Please speak to Academic Quality if you foresee any problems with meeting this deadline. Please provide a separate form for each programme to be considered. Dates for ASPC meetings are available from [quality@rau.ac.uk](mailto:quality@rau.ac.uk).

Collaborative Partner Institutions: Please be reminded that agreed wording (provided by Academic Quality) should be added to programme webpages at the start of the academic year in which the revalidation event is due to take place.

1.	<b>RAU Subject Area</b>	
1a.	<b>Collaborative Partner Name</b>	
2.	<b>Full course name and award</b> <i>(include all programme names and awards on which students can enrol)</i>	
3.	<b>Date Form completed</b>	
4.	<b>Exit awards</b> <i>(include any named exit awards, if applicable)</i>	
5.	<b>Proposed starting date</b>	
6.	<b>Key contact person for programme</b>	

7.	Target intake		Full Time	Part Time
		<i>First intake</i>		
		<i>Future demand</i>		

8.	<b>Regulatory/professional body accreditation</b> <i>(Please give details of accreditation currently required or plans for future accreditation and any requirement for variations to Regulations)</i>	
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9.	<b>Summary of changes to the programme</b> <i>Please provide a summary of the proposed changes to the programme including:</i> <ul style="list-style-type: none"> <li><i>Changes to programme title and/or award</i></li> <li><i>Details of modules being removed/added</i></li> <li><i>Changes to delivery format/method</i></li> <li><i>Rationale &amp; market demand for any changes</i></li> <li><i>How this programme fits with the RAU's / Collaborative Partner's strategic plan</i></li> </ul>

10. <b>Proposed changes to programme structure</b> <i>(please insert additional rows for additional modules For postgraduate courses please just complete Year 1)</i>					
Year 1	Module Title	New module (Y or N) <sup>1</sup>	Core	Elective	Credit Value

<sup>1</sup> Please complete with 'yes' for any new or substantially redesigned module, e.g. content merger from multiple modules or significant changes to module learning outcomes

Sept 2023

		<b>Total Credit to be Taken</b>			
<b>Year 2</b>	<b>Module Title</b>	<b>New module (Y or N)</b>	<b>Core</b>	<b>Elective</b>	<b>Credit Value</b>
		<b>Total Credit to be Taken</b>			
<b>Year 3</b>	<b>Module Title</b>	<b>New module (Y or N)<sup>1</sup></b>	<b>Core</b>	<b>Elective</b>	<b>Credit Value</b>
		<b>Total Credit to be Taken</b>			

11.	<b>Does the programme involve a placement or work-based practice in industry?</b> <i>If yes, please provide details including duration</i>
<b>YES/NO</b>	

12.	<b>Feedback from Internal Approval Process</b>
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Practice event required **YES/NO**

Additional Academic support required in course development **YES/NO**

Additional comments including:

- *Impact on resourcing*

13.	<b>Proposed timeline for programme development and revalidation</b> <i>(Please consult Academic Quality on timeframes and potential validation dates)</i>
<b>Programme content development</b>	<i>E.g. July 2023</i>
<b>Internal documentation Review</b>	<i>E.g. Sept 2023</i>
<b>Proposed revalidation event</b>	<i>E.g. Nov 2023</i>

14.	<b>Supported by the RAU Dean of Subject / Collaborative Partner Institution</b>
<b>Signed:</b>  <b>Date:</b>	

15.	<b>Date considered at ASPC</b>
<i>(Academic Quality to complete)</i>	

16.	<b>Date feedback provided to Programme Team</b>
<i>(Academic Quality to complete)</i>	