# **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:

College Proposer	Name	
	Position	
	Email	
University Partner	Name	
Proposer	Position	
	Email	
Articulating Department/School		

	Articulating Faculty (where required)		
Pathway			
[Co	OLLEGE] Programme le		
Art	ticulating Level (FHEQ	University Degree Title	Level
or	similar)		
Co	llege Stage(s)		<u> </u>
Bu	siness Case inclusive of:		
•	Executive Summary		
•	Synopsis of Proposal Rationale		
•	Context against Current		
	Provision		
•	Competitor Analysis Market Analysis		
•	Financial Projections:		
	o Numbers		
	<ul><li>Market Spend</li><li>Breakeven Point</li></ul>		
•	<ul> <li>Breakeven Point</li> <li>Curriculum Model</li> </ul>		
•	Initial College Intake Date		
•	Initial FTEs of the Cohort		
•	Annual Maximum Quota of Student Numbers to		
	University (where		
	applicable)		
•	Projected Annual		
	Progression Student Heads to University		
•	Progression Rate for		
	College stages		
•	Initial Progression Date of Cohort to University		
•	Course Fees per Student		
•	Associated Costs to the		
•	Student Additional College		
	Resource Commitment		
•	Additional University		
	Resource Commitment,		
	e.g., library textbooks, laboratory and technical		
	support, etc.		

•	Cohort/s
•	Major Cohorts by
	Nationality
•	Proposed Working Party
	Members (inclusive of
	College Proposer and
	University Proposer)
•	Associated Publications
	and Reports to Support
	the Course/Stage/Pathway
	for Public Domain, e.g.,
	Brochure, Flyers, Dual
	Brochure, etc.
Su	mmary of
Re	commendations

### **Section A.2**

To be completed by University Proposer:

Please provide a strategic rationale for this pathway, inclusive of consideration of proposed annual transfer numbers to the University Partner's pathways		

[Programme Framework or draft Programme Specification to be added here, as well as high-level marketing materials].

## **Section A.3**

For Internal Navitas Approval:

Strategic Approval	Name	Written Notification	Date
Granted		Attached	

Navitas UPE Executive General Manager		
Navitas UPE Head of Education		

## **Section A.4**

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

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

#### **Section A.5**

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

Academic Advisory Committee	Date	Session	
Joint Strategic Partnership Management Board	Date	Session	
University Partner Academic Development Committee	Date	Session	

# **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.

College Director/Principal		
Name		
Signature		
Date		
Novitor UDE Hand of Education		

Navitas UPE Head of Education		
Name		
Signature		
Date		

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