|  |  |
| --- | --- |
|  | **Modification To Academic Programme**  **Template For Proposal 2022–23** |
| **Title of Programme to be modified:**  *Please include CAO/PAC code* |  |
| **Internal Registry qualification code**  (available on CourseFinder or contact [curriculum@mu.ie](mailto:curriculum@mu.ie)) |  |
| **Department(s) with responsibility:** |  |
| **Date of proposal:** |  |
| **Proposed academic year of implementation:** |  |
| **Name of Course Leader/Course Director:** |  |
| **Signature of Course Leader/Course Director:** |  |
| **Name of Head of Department:** |  |
| **Email of Head of Department:** |  |
| **Signature of Head of Department:** |  |

|  |
| --- |
| **What is the proposed modification?** |
| **Explain the rationale for the proposed modification, and the context.** |
| **Is an exception to Marks and Standards being requested?**  If yes, please give details, including the proposed amendment to the text of Marks and Standards. |
| **Will this modification impact on students already registered to the programme? Will particular transition arrangements be required for current or repeating students?** |
| **Explain if the programme involves professional accreditation.** |
| **Additional information, if required.** |

## To submit a proposal:

Please submit all programme modification proposals by email to [**academic.programmes@mu.ie**](mailto:academic.programmes@mu.ie) and when submitting postgraduate programme proposals, please copy [**john.g.cullen@mu.ie**](mailto:john.g.cullen@mu.ie).

This form is provided in Word format so that the proposal can be typed into the document.

**Deadlines for the submission of New Programme Proposals**

**during the academic year 2022-23**

**Undergraduate programmes requiring entry in the CAO Handbook for admission in September 2024:**

**4 November 2022**

Please note, programme proposals received after this deadline will be accepted and considered by the Academic Programmes Committee, but the approval process may not be completed on time to ensure entry in the CAO Handbook.

**Postgraduate programmes and programmes not requiring CAO entry for admission in September 2023:**

**25 November 2022**

Please note, programme proposals received after this deadline will be accepted and considered by the Academic Programmes Committee, but the approval process may not be completed on time to ensure entry to the Postgraduate Prospectus. In this case, responsibility will lie with the Department/School to market these programmes.