

To be forwarded by the Head of School to the College Executive and Board.

To be forwarded by the College Director to the Director of Academic Affairs & Registrar. For major awards and where there is a third party involvement the Director of Academic Affairs & Registrar will forward to the Director of Finance for comment and then to the Academic & Research Sub-Committee and then to SLT for approval

PART 1 INSTITUTE DETAILS

Proposing College	
Supporting Colleges (if any)	
Head of School responsible	
Programme proposer(s)	
Telephone No	
Email	

PART 2 PROGRAMME DETAILS

Proposed Award Title	
Type of Award (e.g. Major, Minor, Supplemental, Special Purpose)	
Proposed Starting Date	
Full-time / Part-Time	
Mode of Delivery – Face to face, Blended, Online?	
Is this a New Programme?	
Programme Code and Title if an existing Programme	
ECTS Credits	
Duration	
NFQ Level	
Classifications of Award	
Dual / Joint Award sought from other awarding body (if any)	
Delivery partner details (if any)	
Has partner been accredited previously by DIT	
Professional / External Accrediting Body	

Year 4										
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PART 5 SUMMARY PROGRAMME DESCRIPTION

Aims *
Learning Outcomes*
Noteworthy features
Admissions Criteria

*N.B These may change as the programme is developed

PART 6 RESOURCE IMPLICATIONS OF NEW PROGRAMME

How and where will the programme be accommodated?
How will these resources be provided and how will these impact on other programmes?
What equipment and other special resources (if any) are needed for this programme? Please include the estimated costs and time scale
LIBRARY RESOURCES: <i>If it is intended that DIT Library resources will be offered to students, this MUST be discussed with the relevant College Librarian and details outlined below.</i>
Is it intended that existing DIT Library resources are to be offered to students? Yes <input type="checkbox"/> No <input type="checkbox"/>
If YES, give details:
Is it expected that additional or new DIT Library resources will be required? Yes <input type="checkbox"/> No <input type="checkbox"/>

If YES, give details:

Estimated costs of additional/new books, journals, databases etc. in €: _____

Signed: _____ Date: _____

College Librarian

Library location: _____

Summary of proposed curriculum (student contact) hours per week*

	Year 1	Year 2	Year 3	Year 4
Lectures				
Lab / Workshop				
Tutorial				
Other (Specify				
Total				

Total Teaching Hours Required

	Year 1	Year 2	Year 3	Year 4
Of which existing DIT W/T				
New DIT W/T				
Contract DIT pro-rata staff				
Part-time DIT casual				
Linked/Collaborative Provider				

Summary of Programme Costs

	Year 1	Year 2	Year 3	Year 4
Teaching Staff				
Technical Support				
Admin Support				
Class Materials				
Accommodation				
Equipment				
Library Books, Journals, Databases etc. (initial and ongoing cost)				
Partner Liaison Hours (if applicable)				
Travel and Subsistence				

Note: For Collaborative/Linked Provision, please provide a summary of total costs plus a breakdown of partner costs and DIT costs

Estimated Unit Cost			
Year 1	Year 2	Year 3	Year 4

PART 7 PROGRAMME COSTING TEMPLATE (TO BE INSERTED HERE)

*Available from the Finance Office

PART 8 FOR COLLABORATIVE/LINKED/JOINT PROVISION (IF APPLICABLE)

Details of other programmes previously validated for provider (if applicable)	
Outline of proposed Protection of Enrolled Learner arrangements (please include projected costing to DIT if arrangements are invoked)	
Please provide proposed schedule of fees to be charged to the partner and included in the MoA	

PART 9 CONFIRMATION OF SUPPORT

Signature
 Head of School Date

Signature
 College Finance Advisor Date

Signature
 Director of College Date

Signature
 Collaborating Director (if any) Date

PART 10 APPROVAL

Signature
 Director of AA & R Date

Signature
 Director of Corporate Services Date

Date of SLT Approval: