New Program Proposal Form

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| --- | --- | --- | --- | --- | --- |
| **Program Name:** | | | | | |
| **Effective Semester:** | | | **School:** | | |
| **Fall** | | **Year** 20 | **School Chair:** | | |
| **Winter** | | **Year** 20 | **Contact Person:** | | |
| **Spring** | | **Year** 20 | **Date:** | | |
| **Rationale for Proposal:** | | | | |
| How does this proposal fit with the College Strategic Plan? | | | | |
| Describe in a short and succinct paragraph the overall purpose of this program. | | | | |
| Target Student Population - What kind of students are most likely to be attracted to this program? | | | | |
| Labour Market information – What makes you believe there is demand for this program? | | | | |
| **Transition Plan** *(complete* ***only if*** *the proposed program is replacing a current program being discontinued):* | | | | |
| Which program is the proposed program replacing? | | | | |
| Do you want students currently in the discontinued program to be able to graduate from the proposed program providing they have met all of the new program requirements? **Yes**  **No** | | | | |
| If **yes**, are course substitutions and exemptions allowed? **Yes**  **No** | | | | |
| If **yes**, specify which ones: | | | | |
| **Financial Requirements:** | | | | |
| What resources will be needed to develop and implement this program? | | | | |
| **Approval in Principle:** | | | | |
|  | | |  |  |
| ***School Chair*** | | |  | ***Date*** |
|  | | |  |  |
| ***Dean*** | | |  | ***Date*** |
|  | | |  |  |
| ***VP Education*** | | |  | ***Date*** |
|  | | |  |  |
| ***EdCo Chair*** | | |  | ***Date*** |
| **Approval IN PRINCIPLE COPIED AND FORWARDED TO:** | | | | |
|  | | | | |
| Curriculum Committee  Admission and Standards Committee  Registrar’s Office | | | | |

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| **Program Details:** | | | |
| **☞ Attach new program policy.** | | | |
| **Space Requirements:** | | | |
| Utilizes existing course? Yes  No | | | |
| New course development required? Yes  No | | | |
| **Approvals:** | | | |
|  |  |  |
| ***School Chair*** |  | ***Date*** |
|  |  |  |
| ***Dean*** |  | ***Date*** |
|  |  |  |
| ***VP Education*** |  | ***Date*** |
|  |  |  |
| ***Admissions & Standards*** |  | ***Date*** |
|  |  |  |
| ***EdCo Chair*** |  | ***Date*** |
| **Approval COPIED AND FORWARDED TO:** | | | | |
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| Counselling Department  E & S  Registrar’s Office  Library | | | | |
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