



Arden University Quality Assurance Document QA 53 – Validation Planning Form

Please complete and return to the Quality Manager.

SECTION ONE: KEY PROGRAMME INFORMATION (to be completed by Programme Team)

Programme/Development leader	Form completed by	Date

	Target Award and Programme Title(s) for which (re-)approval is sought*	Level	Programme Code (re-approvals only)	Approval (A)/ Re-approval (R)	First Intake	Duration (in years)			
						Min.	Expected		Max
							Online	Online Plus	
1									
2									
3									
4									
5									

*Unless otherwise specified, standard named exit awards will apply to each target award, in line with Arden University's Academic Regulations.

External body award?	Yes/No
If yes, please specify	

External or PSRB accreditation?	Yes/No
If yes, please specify	
To be invited to the planning meeting?	Yes/No



To be invited to the approval event?	Yes/No [If yes, provide contact details here:]	
Professional body criteria to consider?		
If yes to the above please append a copy of the professional body criteria	Appended?	Yes/No

Variations to Arden University Academic Regulations?	Yes/No	
If yes, please specify: [Note: the programme team must obtain prior approval from QSC of any variations]		
Variations approved by QSC?	Yes/No	



SECTION TWO: APPROVAL PLANNING (to be completed by Quality Team)

New Course Approval/Course Amendment Form:	Submitted?	Yes/No
	Approved?	Yes/No/Not Yet
	Required?	Yes/No

Date of validation planning meeting:		
Date of approval event:		
External panel nominations:	Received?	Yes/No
	Approved?	Yes/No
Meeting with employers:	Required?	Yes/No
	Arranged?	Yes/No
Meeting with employers:	Required?	Yes/No
	Arranged?	Yes/No