SCHEDULE GOVERNING APPROVAL, VALIDATION AND CONFIGURATION OF THE 2025-2026 UNIVERSITY CURRICULUM++

(approved by AB on 18 September 2024)

Proposed changes to the University Curriculum **must** be processed in accordance with approved University procedures, which may be found in the University Handbook Governing Curriculum Approval and the Policies and Guidelines Governing Academic Programmes.

> **All proposed curriculum changes must be initiated and approved via UCC's Curriculum Management System: CIM Modules and CIM Programmes.**

Confirmation of Portfolio of Postgraduate Programmes for Recruitment for 2025-2026

Date	Action	Owner
18 September 2024	Deadline for **Academic Board** to approve: • Changes to postgraduate **Programme Titles** for programmes that will run in 2025-26 • **Permanent deletion** of postgraduate programmes from the University Portfolio effective from 2025-26, i.e., September 2025 intake.	Colleges, Academic Board
30 September 2024	Deadline for Colleges to confirm the portfolio of postgraduate programmes that will open for recruitment for 2025-26 intake. This means the following must be fully approved by Colleges via CIM by the end of September 2024: • Changes to postgraduate taught programme **Entry Requirements** for 2025-26 academic year. • Any programmes that are **cyclical** and will not open for recruitment for 2025-2026 intake. • All postgraduate **temporary cessations** (Temporary Cessation Policy), i.e. programmes that will not run in 2025-26. • Any postgraduate programme that is being **reactivated** (taken out of Temporary Cessation) for 2025-26 intake. Colleges must also inform AB of reactivation. • All **new postgraduate programmes**, where possible.	Programme Directors, Schools, Colleges
14 October 2024	**Opening of UCC Apply** for recruitment to postgraduate taught programmes for the 2025-26 intake.	Recruitment and Admissions

31 January 2025	**Final date for Late Temporary Cessation for 2025-26** Latest date for Colleges to approve Temporary Cessations on CIM. Approval from DPR required after this date.	College Offices
30 April 2025	**Final date for Emergency Temporary Cessation for 2025-26.** Programmes that have been open for recruitment since Oct 2024 but cannot go ahead in Sept 2025. *NB – the Policy states that after the 1 May any programme that has an acceptance on UCC Apply must run.* ****Temporary Cessation Policy to be reviewed****	College Offices

Changes to Curriculum for 2025-2026

Date	*Action*	*Owner*
8 January – 14 February 2025 *(5.5 weeks)*	**CIM Modules** - Window for submitting modules to workflow (including changes to existing modules, creation of new modules, and inactivation/reactivation of modules for 2025-26 academic year).	Module Co-ordinators
8 January – 14 March 2025 *(9 weeks)*	**CIM Programmes** - Window for submitting changes to existing programmes for 2025-26 academic year to workflow (including adding and removing modules from the programme requirements).	Programme Directors
17 – 28 February 2025 *(2 weeks)*	**Stage 1 Curriculum Committee Meetings** to approve Module Changes on CIM Modules for 2025-2026.	Stage 1 Approvers: Schools / Depts
3 – 14 March 2025 *(2 weeks)*	**Stage 2 Curriculum Committee Meetings** to approve Module Changes on CIM Modules for 2025-2026.	Stage 2 Approvers: Colleges / ACE / CIRTL
18 March – 4 April 2025 *(3 weeks)*	**School Curriculum Committee Meetings** to approve Programme Changes on CIM Programmes for 2025-2026.	Schools / Depts / Functional Units
7 – 30 April 2025 *(3.5 weeks)*	**College/ACE/CIRTL Curriculum Committee Meetings** to approve Programme Changes on CIM Programmes for 2025-2026.	Colleges / ACE / CIRTL
2 April 2025	**Academic Board** *(Changes requiring approval by College/ACE/CIRTL and Academic Board can be considered at the April meeting.)*	College / ACE / CIRTL, Academic Board
7 May 2025	**Academic Board** *(Changes requiring approval by College/ACE/CIRTL and Academic Board must be considered on or before the May meeting.)*	College / ACE / CIRTL, Academic Board

25 June 2025	Publication of the 2025-2026 Provisional Academic Programme Catalogue and Provisional Book of Modules.	Academic Services
July 2025	Publication of 2025-2026 Marks and Standards.	Colleges

Configuration of 2025-2026 Curriculum for Registration

Date	*Action*	*Owner*
May – July 2025	**Configuration of University Curriculum onto ITS**	Academic Systems Administration
June – July 2025	**Planning for Registration and Registration Testing**	SREO, Academic Systems Administration, IT Services, Fees, APAR, Recruitment and Admissions
5 August 2025	**Registration Go-Live**	

Confirmation of Portfolio of Undergraduate Programmes for Recruitment for 2026-2027

Date	*Action*	*Owner*
1 May 2025	**Closing Date for CAO Handbook for 2026-27 applicants:** Deadline for confirmation of the portfolio of undergraduate programmes that will open for 2026/27 intake, including: • Approval of any **permanent deletion or temporary cessation of CAO Programmes from the University Portfolio effective from 2026-27** in advance of submission to Academic Board for final approval. (May AB). • Approval of any change to **entry requirements**, **title changes**, or other **major changes impacting admissions.**	Programme Directors, Schools, Colleges

⁺⁺New Programmes

All new programmes are subject to rules and deadlines governing their approval and introduction (whereby new Undergraduate Programmes must be fully approved and signed off by end of February for inclusion in the CAO Handbook (18 months prior to intake) and new Postgraduate Programmes should be fully approved and signed off by 1 October in time for the opening of UCC Apply). Further information on new programmes https://www.ucc.ie/en/apar/newacademicprogrammes/

Office for Academic Programmes and Regulations https://www.ucc.ie/en/apar/