

**SCHEDULE GOVERNING APPROVAL, VALIDATION AND CONFIGURATION OF
THE 2023-2024 UNIVERSITY CURRICULUM⁺⁺**
(approved by AB on 21st September 2022)

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.

<p>1 October 2022</p>	<p>Deadline for Colleges to approve and to notify APAR of the portfolio of programmes that will open for recruitment for 2023-2024 intake.</p> <p>For postgraduate programmes this means that all postgraduate temporary cessations, permanent deletions, and new programmes should be fully approved by Colleges by the end of September 2022.</p> <p>Temporary Cessation Policy TemporaryCessationPolicyFINAL.pdf (ucc.ie).</p> <p>Deadline for Colleges to notify GSO of programmes that are cyclical and will not open for recruitment for 2023-2024 intake.</p> <p><i>[Programme Directors/Colleges]</i></p>
<p>1 October 2022</p>	<p>Deadline for Colleges to approve changes to Postgraduate Programme titles and any Postgraduate Taught Programme Entry Requirements (<i>requiring AB approval</i>) for 2023-24 academic year i.e., September 2023 intake, in advance of submission to Academic Board, 12th October 2022, for final approval.</p> <p>Deadline for Colleges to approve changes to Postgraduate Taught Programme Entry Requirements (<i>NOT requiring AB approval</i>) for 2023-24 academic year, i.e., September 2023 intake.</p> <p>Deadline for College to approve the Permanent Deletion of CAO Programmes from the University Portfolio (requiring AB approval) effective from 2024-25 in advance of submission to Academic Board for final approval.</p> <p><i>[College Offices]</i></p>
<p>12 October 2022</p>	<p>Deadline for Academic Board to approve changes to Postgraduate Programme titles and any Postgraduate Taught Programme Entry requirements (requiring AB approval) (for implementation in the Postgraduate Prospectus and to inform UCC Apply prior to opening on 17th October 2022.</p> <p>Deadline for Academic Board to approve:</p> <p>The permanent deletion of Postgraduate Programmes from the University Portfolio effective from 2023-24, i.e., September 2023 intake.</p> <p>Deadline for Academic Board to approve:</p> <p>The permanent deletion of 2024-25 CAO programmes</p> <p><i>[Academic Board]</i></p>

17 October 2022	Opening of UCC Apply for recruitment for the 2023-24 intake <i>[Recruitment and Admissions]</i>
10 January 2023	Opening of CIM Modules for 2023-2024 for Schools/Departments <i>[Office for Academic Programmes and Regulations (APAR)]</i>
10 January – 3 March 2023 <i>(8 weeks)</i>	Submission of Proposed Curriculum Changes (module and programme) for Review and Approval by relevant Stage 1 Curriculum Committee. <i>[Schools/Departments]</i>
25 January 2023	Late Temporary Cessation Latest date for College-approved TS1 Form submission to APAR. <i>[College Offices]</i>
3 March 2023	Deadline for updating modules on CIM Modules <i>[APAR]</i>
March 2023	Closing Date for CAO Handbook for 2024-25 applicants
6 March – 24 March 2023 <i>(3 weeks)</i>	Stage 1 Curriculum Committee Meetings to Approve Curriculum Changes (module and programme) for 2023-2024. <i>[Schools/Depts/Functional Units]</i>
27 March – 21 April 2023 <i>(4 weeks)</i>	Stage 2 Curriculum Committee Meetings to Approve Curriculum Changes (module and programme) for 2023-2024 <i>[Colleges/ACE/CIRTL]</i>
5 April 2023	Academic Board (<i>Major curriculum changes requiring AB approval must be considered on or before the April 5th meeting.</i>)
9 April 2023	Easter Sunday
28 April 2023	Deadline for Submission to APAR of Composite Reports on the finalised approved 2023-2024 University Curriculum <i>[Colleges/CIRTL]</i>
28 April – 27 June 2023 <i>(c. 8 weeks)</i>	Validation and Implementation of Changes to the University Curriculum <i>[APAR and ACE]</i>
27 June 2023	Publication of the 2023-2024 Provisional University Calendar and Book of Modules <i>[APAR]</i>
May – July 2023	Configuration of University Curriculum onto ITS <i>[Academic Systems Administration]</i>

June – July 2023	Planning for Registration and Registration Testing <i>[Student Records and Examinations, Academic Systems Administration, Fees, IT Services, APAR, Recruitment and Admissions]</i>
July 2023	Publication of 2023-2024 Marks and Standards <i>[Colleges]</i>
8 August 2023	Registration Go-Live

****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 1st 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/>