*[insert the title of proposed program]*

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1. **Provide a summary of the proposed new micro-certificate program. Are there related programs at UVic? (Maximum 1 page).**
2. **What is the evidence of demand for the proposed program, including labour market indicators? What is the anticipated number of students and expected duration of the program?**
3. **Curriculum design. (maximum 1 page)**

Identify which courses already exist at UVic and any new courses to be developed for the proposed program.

* Does the program include opportunities for experiential learning or other forms of community engagement or research-enriched learning?
* Indicate the delivery modality (e.g., in-person, online, hybrid (synchronous or asynchronous)

1. **Integration of Indigenous perspectives, decolonization, equity, diversity and inclusion (maximum 1 page)**

* Does the proposed program provide opportunities to include Indigenous perspectives and decolonization? If yes, please provide details.
* Does the proposed program promote justice, equity, diversity, and inclusion? If yes, please provide details.

1. **Describe the learning outcomes of the proposed program.**
2. **What are the admission requirements for the proposed program?**
3. **If courses completed in the proposed program may be applied toward another undergraduate program (certificate, diploma, or degree), please outline the pathway and any restrictions or limitations.**
4. **Indicate resource requirements, including existing and new faculty and staff appointments, space, and library requirements (include a table of program revenue and expenditures).**
5. **Show evidence of consultation with and/or support of related UVic academic units/programs, community, and industry partners, regulatory or professional bodies, etc. (Provide copies of support letters in an appendix).**