*[insert the title of proposed degree]*

*Template must be submitted as a Word document*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  | | --- | --- | --- | --- | | **Submitted by:** | **Name and title** | | **Email** | | Dean or designate |  | |  | | Academic unit, department, or school |  | |  | | Name, title, and email of contact person |  | |  | |  | | | | | Anticipated start date of proposed program  ***\*Note – the program must not be advertised/offered until all approvals are finalized.*** | |  | | | | ***Please provide dates of all approvals***   |  |  | | --- | --- | | **Required approvals** | **Date** | | Pre-consultation with AVPAP (by contact person and Dean/designate) |  | | Pre-consult with Faculty of Graduate Studies – Administrative Manager ([fgscirc@uvic.ca](mailto:fgscirc@uvic.ca)) |  | | Departmental/School approval |  | | Resource requirements approval (by Dean) |  | | Faculty Curriculum Committee approval |  | | \*Faculty Council approval (or indicate equivalent Faculty voting body) |  | | Faculty of Graduate Studies Graduate Executive Committee (GEC) approval |  | | | **CONSULTATIONS (**\***complete a** [**consultation form**](https://www.uvic.ca/vpacademic/program-planning/academic-programs/index.php) **for each consultation and submit with proposal)**  **Office of the Registrar and Enrolment Managemen**t – [wtaylor@uvic.ca](mailto:OREGSCPConsultation@uvic.ca) (OREM consultation must be initiated as soon as the academic unit has a draft proposal and at least 8 weeks before GEC submission deadline). | |
| |  |  |  | | --- | --- | --- | | **Consultations** **must be initiated at least 6 weeks before GEC submission deadline; see notes below**  **\*Complete a separate consultation form for each consultation and submit with proposal** | **Date** | **Consultation**  **Documentation Attached (Y/N)** | | Indigenous Academic and Community Engagement – Kundoqk Jacquie Green, Executive Director, [iaceconsultations@uvic.ca](mailto:iaceconsultations@uvic.ca)  **\*\*Please complete the** [**IACE Consultation form**](https://www.uvic.ca/vpacademic/program-planning/academic-programs/index.php) **and submit with proposal.** |  |  | | Co-operative Education and Career Services – Executive Director – [cooped@uvic.ca](mailto:cooped@uvic.ca) |  |  | | Libraries – Jonathan Bengtson, University Librarian  [ulo@uvic.ca](mailto:ulo@uvic.ca) |  |  | | External and Internal Consultation (letters of support as per section F) |  |  | | **Non-standard Tuition** | **Yes\* or N/A** | **Non-standard form attached (Y/N)** | | Proposed program involves non-standard tuition  \*If you answered yes, complete the UVic Non-standard [Tuition Template](https://www.uvic.ca/vpacademic/program-planning/academic-programs/index.php) |  |  | |

**NOTE: You should first complete the Ministry of Post-Secondary Education and Future Skills stage 1 Review for New Degree Proposals Template before completing the UVic Supplemental Template**

1. **What are the admission requirements for the proposed graduate program?**
2. **Curriculum design (include draft curriculum, if applicable, as an appendix) (maximum 2 pages)**

Indicate the program requirements and design, including core and prerequisite courses. Identify which courses already exist at UVic and any new courses to be developed for the proposed program.

* Does the proposed program involve places for integration of teaching and research (e.g., non-thesis graduate programs)? If yes, please provide details.

Does the program include opportunities for experiential learning (e.g., practica, co-op, work terms) or other forms of community- engaged or research-enriched learning? If yes, describe the unit’s plans to develop and support placement opportunities. Obtain line authority signature for any resource commitments.

* Does the program design include plans for online delivery? If yes, provide details.

1. **Integration of Indigenous perspectives, decolonization, global perspectives, equity, diversity and inclusion (maximum 2 pages)**

* How does the proposed program provide opportunities to include Indigenous perspectives and decolonization? Please provide details.
* How does the proposed program design provide opportunities for global engagement or international perspectives? Please provide details.
* How does the proposed program promote justice, equity, diversity, and inclusion? Please provide details.
* How does the proposed program incorporate accessible and inclusive pedagogical design, including assessment? Please share specific examples.

1. **Describe the learning outcomes of the proposed program.**
2. **Describe the enrolment plan for the length of the program (e.g., anticipated number of students in the program at launch and steady state for the expected duration of the program).**
3. **Show evidence of consultation with and/or support of related UVic academic units/programs and other BC post-secondary institutions, relevant regulatory or professional bodies (provide copies of letters of support in an appendix). Describe how you incorporated feedback in the program proposal.**