

Appendix 5: Checklist for the Accreditation of Taught Programmes (Levels 6 to 10 of the NFQ)



Title of Proposed Award: _____

Type of Award: _____

Level of Award: _____

Has the proposed programme:

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|----|--|------------------------------|-----------------------------|
| 1. | Been approved by Senior Management? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 2. | Been considered by the Faculty/Campus Industry Advisory Board/Peer Review Group (confirmation required)? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Does the programme submission:

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| 3. | Outline the entry requirements? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4. | Outline the transfer procedures? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 5. | Outline progression opportunities for graduates? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 6. | Include a rationale for the programme's development? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 7. | Outline of the programme's specific quality assurance arrangements? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 8. | Include clear programme objectives and learning outcomes? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 9. | Programme learning outcomes clearly linked to the module learning outcomes? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 10. | Include programme schedule for full-time and part-time delivery? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

11. Include module syllabi and indicate where modules are common? Yes ☐ No ☐
12. Assessment:
- (a) Include assessment matrix detailing links to programme learning outcomes and module learning outcomes? Yes ☐ No ☐
- (b) Detail reassessment procedures? Yes ☐ No ☐
13. Include details on facilities and resources available?
(For joint award programmes verification is required from the joint award partner) Yes ☐ No ☐
14. Include a statement on any additional resources required to run the programme?
(For joint award programmes verification is required from the joint award partner) Yes ☐ No ☐
15. Include curriculum vitae of staff?
(For joint award programmes CVs of participating partner staff shall be available) Yes ☐ No ☐
16. Include Staff Development Programme? Yes ☐ No ☐
17. For Collaborative Programmes:
- (a) Does the planned programme fall within the scope of the collaborative partnership? Yes ☐ No ☐
- (b) Are the Quality Assurance arrangements in place for the collaborative programme? Yes ☐ No ☐
- (c) Is the role of the collaborative partner within the collaborative programme apparent? Yes ☐ No ☐
- (d) Are there sufficient resources to run the collaborative programme? Yes ☐ No ☐
18. For Joint Award Programmes:
- (a) Does the planned programme fall within the scope of the joint awarding agreement? Yes ☐ No ☐

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|-----|--|------------------------------|-----------------------------|
| (b) | Are the Quality Assurance arrangements in place for the collaborative programme? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (c) | Are the roles and contribution of the respective joint award programme partners apparent? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (d) | Are sufficient resources available from each party to ensure successful delivery of the joint award programme? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
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| 19. | Outline clear rationale and strategy for blended/digital learning (for blended, flexible and distributed programmes) | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
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South East Technological University Carlow Vice President for Academic Affairs & Registrar

Joint Award Partner Vice President for Academic Affairs & Registrar