

Review and Approval Process for New Programs ¹											
Program Type	Master's degree	New bachelor degree or new major or field of specialization (excluding Honours)	New minor in a program area where a major does not exist	Diploma and Certificate that ladders into a diploma or degree; or there is no closely related pre-existing credential (all post-baccalaureate programs)	Certificate that does not ladder into a diploma or degree (includes Associate)	Post-baccalaureate certificate	Graduate Certificate	New minor, specialization or concentration, in a program area where a major or degree is already approved	Honours program in a field in which a major is currently offered	Associate Certificate where a closely related credential exists	Option developed in an existing non-degree program (if recognized on transcript) ²
PWG	All new programs require an approved Program Working Group: Undergraduate PWG form; Graduate PWG form										
Concept Stage	PDQA > Faculty/College Council & Dean > PDQA > Provost > APPC > Senate > Board							Not applicable			
	Use Degree Concept Paper Template			Use Non-Degree Concept Paper Template							
Program Proposal	Template	Degree Program Proposal		Minor Program Proposal ³	Non-Degree Program Proposal			Minor Program Proposal	Honours Program Proposal	Non-Degree Program Proposal	
		in Stage 2 Only									
	Stage 1	PDQA > APPC & SBC > PDQA > PSIPS Peer Review > Minister Use Stage 1 Template		Not applicable							
	Stage 2/ Internal Approval	PDQA > Curriculum Committee > CWC > GSC ⁴ > APPC/Senate > Peer Review	PDQA > Curriculum Committee > UEC Screening > External Desk Review ⁴ /CWC > UEC ⁵ > APPC/Senate > Peer Review ³	PDQA > Curriculum Committee > UEC Screening > CWC > UEC > SBC > APPC/Senate > Peer Review	as left - goes to GSC instead of UEC	PDQA > Curriculum Committee > UEC Screening > CWC > UEC > SBC > APPC > Senate > PSIPS, if required					
Peer Review	30 days > DQAB > site visit > Minister	30 days > Ministry approval	30 days > Ministry approval	30 days	n/a	30 days	n/a	n/a	n/a	30 days	
if program changes substantively from concept paper, Board approval may be required											

¹ This chart does not apply to programs that qualify for expedited review. The Ministry of Advanced Education also defines as a new program: an existing interdisciplinary major for which the majority of the courses are new or are substantially altered to conform to the program's objectives; a joint major if one or more of the fields in the joint major is not already represented by an approved major; revision of a program's major objectives resulting in significant changes; a change in degree designation or credential that may be precedent-setting; and a significant revision of a program that warrants credential renaming.

² if it is not recognized on the transcript, it is considered a major program change, as per Ministry guidelines

³ unless otherwise determined in consultation with the Provost's office and DQAB

⁴ in the case of minors only (no Stage 1)

⁵ return to SBC, if any program changes since Stage 1 affect program costing