

**PRO-FORMA FOR NOTIFICATION OF NEW OR FAST-TRACK COURSE PROPOSALS**

THIS FORM SHOULD BE COMPLETED ONCE A FACULTY HAS APPROVED A NEW COURSE PROPOSAL (INCLUDING FAST-TRACK)

Its purpose is to ensure that relevant Offices are informed of the approval of new course proposals, in accordance with the procedures for course approval, and that the Learning, Teaching and Quality Office can report to the Learning and Teaching Committee. Please answer the questions below and return (by email or by internal mail to: Secretary, Learning & Teaching Committee				
<b>FACULTY</b>	SSF	<b>SCHOOL</b>	DEV	
<b>FAST-TRACK</b>	✓	<b>NEW</b>		
<b>DEGREE AWARD (e.g. BSc/MA)</b>		MSc		
<b>TITLE OF PROGRAMME</b>		MSc in Development Economics		
<b>START DATE</b>	2013/14	<b>LENGTH OF COURSE</b>	1 year (full-time) 2 years (part-time)	
<b>PROGRAMME SPECIFICATION ATTACHED</b>		YES		NO ✓
(Please tick where appropriate)				
<b>IS THIS THE TITLE OF AN EXISTING COURSE</b>		YES		NO ✓
<b>IS THIS A CHANGE IN THE TITLE OF AN EXISTING COURSE</b>		YES	✓	NO
<b>IF SO, WHAT IS/WAS THE COURSE CODE?</b>		T1LL19101 T2LL19201		
<b>DOES IT AFFECT ANY EXISTING COHORTS?</b>		YES		NO ✓
<b>HAVE THEY BEEN CONSULTED</b>		YES		NO
<b>DID THEY ALL SUPPORT THE PROPOSAL</b>		YES		NO
Course Approved by:				
<b>Faculty Associate Dean (LTQ)</b>		Helena Gillespie (by email 8.11.12)		
<b>Faculty Learning, Teaching and Quality Committee</b>		SSF		

RELEVANT OFFICE INFORMED (please note that course code has already been notified)				
<b>Planning Office</b> (Barrie Osborne)		<b>MAS</b> (Laura Carter)		<b>LEARNING AND TEACHING OFFICE</b>
<b>LTQ OFFICE ONLY:</b>				
Proposal added to report for next LTC meeting	YES		NO	
Date of LTC Meeting				
Programme Specification loaded to website	Yes		No	
Date Planning Office (PO) informed (if not already done so)				
Date Marketing and Admissions Services (MAS) informed (if not already done so)				



LEARNING, TEACHING AND QUALITY OFFICE

## PROGRAMME DOCUMENT FOR AN AWARD OF THE UNIVERSITY OF EAST ANGLIA

**PART 4:** This part is only to be used in the following circumstances:

- **Change to an existing degree title**
- **Change to School(s) of registration**
- **Change to Stage weightings for degree classification (provided these are within the combinations permitted under the relevant Regulatory Framework)**
- **New PgR provision without resource implications (provided this does NOT involve a new award)**

<b>1</b>	<b>BACKGROUND, CONTEXT AND RATIONALE FOR CHANGE</b>
	<p>The current degree was set up a long time ago. Since then it has attracted on average 9 students each year. We believe that the change in title will broaden the appeal of the course, particularly as we are one of the only degrees in development economics that is MA rather than MSc. This reflects more appropriately the scientific (and quantitative) approach central to the course. A small on line survey with existing and past student suggest a favourable reaction from potential students</p>

<b>2</b>	<b>DETAILS OF THE PROPOSAL</b>				
	(Please summarise e.g. give new degree title)  Change from:  MA in Development Economics (full-time and part-time versions) To  MSc in Development Economics (full-time and part-time versions)				
<b>3</b>	<b>CONFIRMATION THAT THERE ARE NO RESOURCE IMPLICATIONS</b>				
	Are there any resource implications associated with this proposal? (Please tick as appropriate – if ‘Yes’ a full programme document should be completed)	<b>Yes</b>		<b>No X</b>	
<b>4</b>	<b>EVIDENCE OF CONSULTATION OF STUDENTS AND WRITTEN CONSENT OBTAINED</b>				
	Please briefly describe what consultation has taken place and what responses there have been. Is there full support from all members of the relevant student cohort(s)?  Consultation has been sought from Head of School, School of International Development, Steve Russell; All core teaching staff on the Programme, including Ed Anderson, Maren Duvendack, Ben D’Exelle, Lucio Esposito, Rhys Jenkins, Bereket Kebede; Richard Palmer Jones, Pieter Serneels, Arjan Verschoor DEV Admissions Officer: Ben D’Exelle  As the name change will come into effect in the 2013/2014 academic year, current students will not be affected.				

<b>5</b>	<b>INFORMING APPLICANTS</b>	
	<p>What arrangements have been made (for informing applicants who may be affected by any change(s)? Written notification, including advice about any alternative options that may be given, must be sent to applicants holding unconditional/conditional firm or conditional insurance offers.</p> <p>This is a 1 year course (2 years part-time). A new cohort will be welcomed in the autumn term of 2013. It will be advertised on DEV's website and in a marketing poster.</p>	
<b>6</b>	<b>EFFECTIVE DATE</b>	
	<p>Please give effective date of introduction of the proposed change(s), normally the start of an academic session. If the change affects existing students and/or new entrants, please make this clear (e.g. new degree title effective from 2009-10 for new entrants to Year 1 only OR new degree title effective from 2009-10 for new entrants to Year 1 and all continuing students).</p> <p>The new degree title will be effective as of the start of the autumn semester, 2013 (although it will appear on marketing materials before then).</p>	
<b>7</b>	<b>APPROVALS, SIGNATURES AND COMMENTS</b>	
	<b>DATE</b>	<b>COMMENTS</b>
<b>SCHOOL DIRECTOR OF LEARNING, TEACHING AND QUALITY</b>		
Shawn McGuire	12.11.12	Approved
<b>HEAD OF SCHOOL</b>		
Steve Russell (by email)	12.11.12	Approved
<b>FACULTY DEAN</b>		
N/A		
<b>FACULTY ASSOCIATE DEAN (LTQ)</b>		
Helena Gillespie (by email)	8/11/12	Approved

