**York University**

**Notice of Intention to Develop a Program Proposal**

Submission of a notice of intention to develop a curriculum proposal of any kind, with the exception of course changes and minor modifications, must be submitted before the development of a fuller formed proposal.

***This form is to be completed and sent electronically to*** ***YUQAP@yorku.ca*** ***prior to the development of a program proposal. Authorization to begin development of a proposal will be given by the Vice-Provost Academic within six weeks of submission of this form.***

**Faculty Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Program Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Outcome of the Proposal**
* New degree type, degree program, graduate diploma or undergraduate certificate
* Major modification of an existing program
* Closure

Please refer to the YUQAP site for information on *new program proposals* and *major modifications*: <http://yuqap.info.yorku.ca/>.

1. **Intended start date**: (example: Fall 2017, Summer 2018)
2. **Location**: (example: Keele campus, Markham campus, Glendon)

1. **Short Description of the proposal** (maximum 250 words):
2. **Provide a short statement about the proposed program’s** alignment with University plans, including evidence has been provided about the program’s alignment with the university’s Strategic Mandate Agreement, evidence of student demand, evidence of societal need, justification of duplication with existing programs at York and in Ontario and any legal requirement for graduates in a program to be certified, registered, licensed. (maximum 250 words)
3. **Summarize any new or reallocation of resources** (financial, physical and/or administrative) required implementing the proposal.

1. **Consultations:** Provide details regarding consultations with other programs and or Faculties at York University or outside of York University including information about potential collaboration or possible duplication. Include an explanation of the consultation process, the names and roles of those consulted and a summary of the feedback provided. (maximum 250 words)

Name and title of the proposal proponent:

E-mail:

Telephone: ­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­

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**Signatures required:**

Program Proponent                                                                            Date

Dean/Principal of the Faculty                                                             Date