

Process for Major Modifications to Existing Graduate Programs

APPROVAL PROCESS



NOTES

- › A formal [Notice of Intention](#) must be submitted prior to the development of proposals for major modifications, new fields, diplomas or degree programs.
- › Major modifications to existing programs typically involve at least one of the following:
 - Substantive changes to learning outcomes and/or approved requirements that comprise up to approximately one-third of the program service as a guideline for inclusion under the major medication guideline.
 - Major changes to courses comprising a significant proportion of the program and making an important contribution to meeting program learning outcomes (approximately one-third of courses).
 - A new specialization at the graduate level.
 - The addition of a new option (location or part-time/full-time) within a existing program
 - At the master's level, introduction or deletion of a major research paper or thesis, course-only, co-op placement, internship or practicum option
 - The creation of a collaborative specialization at the graduate level
 - The creation of combined degrees (existing programs), either undergraduate, graduate or undergraduate/graduate
 - Any change to the requirements for graduate program candidacy examinations or residence requirements.
 - Changes to the essential resources of a program that impair delivery

Creating a New Graduate Field is considered a Major Modification. Use the Guidelines for [Graduate Fields \(Definition\) and Proposal Template](#).

Please visit the [Major Modification: Templates and Guidelines](#) page for further details on additional changes that fall under his category.

Curriculum proposals must receive Senate approval by April 30 in order to be published in the [Faculty of Graduate Studies Calendar](#) for that upcoming academic year.