**Concept Proposal**

**NEW HE Award course or major, Non-Award course, or new delivery location or mode**

This document is to be used to provide an outline of the concept proposal for a new HE Award course or major, Non-Award course, new delivery location/partner for a course or mode of delivery. This includes proposals to replace existing courses with substantially different offerings.

This form is not required for the addition of nested qualifications (for example, a diploma that comprises the first year of an existing bachelor degree) to existing courses.

Following endorsement from the Dean (Proposing College) or equivalent, this document should be submitted to Academic Quality and Standards (AQS) for presentation to the Evaluation Panel.

If the Panel approves the development of a Business Case, the Proposer begins preparation of the Business Case and Financial Modelling in consultation with the relevant Director Learning and Teaching.

Courses should not proceed to development prior to completion of the specified review and endorsement process.

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| **Section 1: Proposal Details** |
| AQF Level (select): | [ ]  5 [ ]  6 [ ]  7 [ ]  8 [ ]  9  |
| [ ]  New HE Award course  | [ ]  New Non-Award course  |  |
| Undergraduate (select): | [ ]  General Degree  | [ ]  Professional Degree  |
| Postgraduate (select): | [ ]  Coursework  | [ ]  Research  |
| [ ]  Dual Award  | [ ]  Joint Award | [ ]  Double Degree | [ ]  Double Qualification |
| Adding a Major | [ ]  New  | [ ]  Existing; supply code\_\_\_\_\_\_\_\_\_\_ |
| New Delivery Location | [ ]  Interstate delivery | [ ]  Overseas delivery |
| New Mode of Delivery | [ ]  Online delivery  |   |
| Includes nested qualifications: [ ]  Yes [ ]  No | Requires professional accreditation: [ ]  Yes [ ]  No |
| Proposing College: |  |
| Proposed Course Title: |  |
| Proposed Start Date: |  |
| Where the Concept Proposal involves partner delivery (interstate or overseas), Partnerships and Innovation must be engaged as part of this initial evaluation. |
| Proposed Location/Partner(s): |  |

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| **Section 2: Proposal Rationale (detailed evidence is not required at this stage)** |
| Discipline or content area  |
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| Some indication of potential market |
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| Graduate outcomes |
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| Any identified synergies with existing courses or units |
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| **Section 3: Proposal Endorsements** |
| Dean (Proposing College) | Endorsed |  [ ]  Yes [ ]  No | Date |  |
| Name |  |
| Signature |  |
| Executive Director,Partnerships and Innovation(if required) | Endorsed |  [ ]  Yes [ ]  No | Date |  |
| Name |  |
| Signature |  |
| Evaluation Panel | Endorsed |  [ ]  Yes [ ]  No | Date |  |
| Name |  |
| Signature |  |