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| **Annual Programme Monitoring Report**  This template should be completed by the Programme Director in line with the provisions on Annual Programme Monitoring in the Quality Monitoring and Evaluation Policy and Procedure. |  |

**Key Information and Data**

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| --- | --- | --- | --- |
| **Faculty:** |  | **Division:** |  |
| **Programme Code:** |  | | |
| **Programme Title:** |  | | |
| **Programme Director:** |  | | |
| **Academic Year:** |  | | |
| **Mode of Delivery:** |  | | |
| **Accredited Programme:** (Y/N) |  | | |
| **If Accredited, who is the accrediting body?** |  | | |

**Qualifications Awarded – UG**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Number of students enrolled in the programme this academic year | | |  | |
| Numbers of Honours Degrees Awarded | | | Numbers of Other Qualifications Awarded | |
| Honours Classifications | First |  | Ordinary degree |  |
|  | 2 (i) |  | Diploma of HE |  |
|  | 2 (ii) |  | Certificate of HE |  |
|  | Third |  |  |  |

**Qualifications Awarded - PGT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Number of students enrolled in the programme this academic year | | |  | |
|  | Total No. | No. with distinction | | No. with merit |
| **Total Masters** |  |  | |  |
| **Total PG Dip** |  |  | |  |
| **Total PG Cert** |  |  | |  |

**Programme Suspension Status –** only for programmes that are currently suspended

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| If this programme is currently suspended, please give consideration and comment as to when the programme is to be re-instated.  A programme can only be suspended for a maximum of one year, after which the suspension must be considered again and if the faculty do not wish to resume offering the programme, it should be formally withdrawn, in line with procedure. |
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**Overview/Evaluation** **Programme Director’s Comments**

(These boxes will expand as you type in your answer.)

1) Review and reflect on the feedback from Module Review Reports and Module Evaluation and feedback received from Student Staff Feedback Committees

2) Review and reflect on the feedback from External Examiners annual report and comments at award boards

3) Review and reflect on the feedback from student feedback received via the NSS, PTES, and PRES surveys

4) Assessment: Comment on the range, balance and appropriateness of methods of assessment across the programme.

5) Curriculum: Comment on the continuing appropriateness of the curriculum in relation to the intended learning outcomes.

6) Professional Placements: Comment on the quantity and quality of any professional placements, student exchanges and field trips.

8) Professional accreditation: If the programme is professionally accredited, consider any external review that has taken place in the last year. Reflect on any outcomes or issues raised.

9) Update on change and enhancement. Please provide an update on progress in respect of changes or enhancements that were recorded as part of previous Annual Programme Monitoring report.

10) New change or enhancement planned: Please note any changes or enhancements that are planned as a result of this Annual Programme Monitoring report and the timeline for this to be completed.

**Signature / Name:**       **Date:**       \_\_\_\_\_\_\_\_

*(Programme Director)*

**Signature / Name:**       **Date:**       \_\_\_\_\_\_\_\_

*(ADLT)*