University of Toronto

Minor Modification Proposal:

Change to an Existing Graduate Program

or Collaborative Specialization

This template should be used to bring forward all proposals for minor modifications to program or admissions requirements for existing graduate programs or collaborative specializations under the University of Toronto’s Quality Assurance Process.

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| --- | --- |
| Program/Collaborative Specialization being modified:  E.g., MSc in Immunology |  |
| Graduate unit: |  |
| Faculty/academic division: |  |
| Dean’s office contact: |  |
| Version date:  (Please change as you edit this proposal.) |  |

# Summary

* Check box for type(s) of change.
* Summarize what the change is, including details about any changes to FCEs.

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| --- | --- | --- | --- |
|  | Changing admission requirements |  | Renaming field, concentration or emphasis\* |
|  | Changing program requirements |  | Renaming of program or collaborative specialization (please notify VPAP before governance) |
|  | Changing timing of program requirements |  | Creating a new emphasis |
|  |  |  | Changes to programs affecting an MOA |
| Summary: | | | |

\* Anything with a changed/new name requires consultation with VPAP Office prior to governance; if name change implies significant change to what is being offered or how it is being offered, this may be a major modification or new program.

# Effective Date of Change

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# Academic Rationale

* What are the academic reasons for the change?

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# Impact on Students

* Outline the expected impact on continuing and incoming students, if any, and how they will be accommodated.

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# Consultation

* Describe any consultation undertaken with the students, faculty, Dean and chair/director. Address any major issues discussed.

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# Resources

* Describe any resource implications of the change(s) including, but not limited to, faculty complement, space, libraries and enrolment/admissions).

# Governance Approval

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| Unit sign-off  (Committee name and meeting date) |  |
| Dean’s office sign-off  (Name and date) |  |
| Faculty/division council approval (or delegated body) if applicable |  |

Appendix A: Calendar Entry

Please use track changes to indicate where changes have been made.