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**Application to the Validation and Review Oversight Panel to Extend the Approval Period of a Validated Programme**

***Please note extensions will normally be granted for up to a maximum of one year.***

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| **Programme(s) encompassed within this application and proposed period(s) of extension**  *Please note where a programme(s) contains multiple modes of delivery, in order for an approved extension(s) to apply to all applicable iterations of a programme(s), they must be identified within this application.* | | | | | |
| **Award (e.g. BSc; MSc etc)** | **Title** | **SIS Code** | **Academic Year Last/Initial Validation[[1]](#footnote-2)** | **Academic Year Approval Expires[[2]](#footnote-3)** | **Proposed Date of Extension[[3]](#footnote-4)** |
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*(Please add rows as necessary)*

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| **Have any programmes encompassed within this application already received an extension to their approval period?** | |
| **Yes** | **No** |
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| **If ‘Yes’, please confirm the previous date of approval by the Validation and Review Oversight Panel.[[4]](#footnote-5)** | |
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| **Are any collaborative programmes encompassed within this application?** | |
| **Yes** | **No** |
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| **If ‘Yes’, please confirm the name of the applicable partner(s)** | |
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| **Rationale for seeking to extend the approval period.** |
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| **Please comment on the continued appropriateness of the quality and standards of the programme(s) encompassed within this application.** |
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| **Please confirm the sources of evidence that have been utilised to inform judgements on the continued appropriateness of the quality and standards of the programme(s).** | |
| **External Examiner Reports** |  |
| **Continuous Monitoring and Enhancement** |  |
| **Professional, Statutory or Regulatory Body (PSRB) Engagement** |  |
| **Internal / External Student Surveys / Student Feedback** |  |
| **Employer Feedback** |  |
| **Other (***Please specify):* |  |
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| **If any issues have been identified through any of the processes listed above, please indicate briefly how these have been addressed.** | |
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| **If approved, will the proposed extension impact upon PSRB accreditation of the identified programme(s)?** | |
| **Yes** | **No** |
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| **If ‘Yes’, please confirm the identified implications and the plans to engage with the applicable PSRB(s) to address these implications.** | |
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| **Collaborative Partner Sign-off**  **(*I confirm that I have been fully involved in the discussion and support this application to extend the approval period of the programme(s) listed above*):** | |
| **Name:** |  |
| **Position / Role at Collaborative Partner:** |  |
| **Date:** |  |

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| **Director of School Sign-off**  **(*I confirm that I have been fully involved in the discussion and support this application. An extension of the approval period will not have a negative impact on quality and standards, or the experience of students on the programme(s) listed above):*** | |
| **Name:** |  |
| **Signature:** |  |
| **Date:** |  |

*Once signed-off by the Director of School, completed forms should be forwarded to* [*Academic Registry*](https://www.ljmu.ac.uk/academic-registry/staff/quality-and-standards/meet-the-team)*.*

**Academic Registry should complete this section prior to submission to the Validation and Review Oversight Panel.**

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|  | **Yes** | **No** |
| **Since Validation / the most recent Periodic Programme Review has the External Examiner(s) raised issues with regard to quality and standards within their annual report(s)?**  *If ‘Yes’ the applicable report(s) and response(s) should be appended to this application prior to submission to the Validation and Review Oversight.* |  |  |
| **Has the Continuous Monitoring and Enhancement process been completed for the programme(s).** |  |  |

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| **Date approved by the Validation and Review Oversight Panel** |
| *[to be completed by the Secretary of VROP]* |

1. Dates are available within [WebHub](https://aphub.ljmu.ac.uk/Staff/WH2/General/Prog_Review/adm_main.asp?rt=prg) [↑](#footnote-ref-2)
2. Current expiry dates are available within [WebHub](https://aphub.ljmu.ac.uk/Staff/WH2/General/Prog_Review/adm_main.asp?rt=prg). [↑](#footnote-ref-3)
3. The proposed date of extension should be expressed as an Academic Year. [↑](#footnote-ref-4)
4. The date is available within [WebHub](https://aphub.ljmu.ac.uk/Staff/WH2/General/Prog_Review/adm_main.asp?rt=prg) [↑](#footnote-ref-5)