

Policy #	AA-213	Revision #	02
Accessibility level	A	Effective date	01/20/2021

### 1. Scope

This policy applies to all academic programs at FBSU.

### 2. Definitions

NA.

### 3. Policy

- 3.1 FBSU is committed to the development of Program Specifications for all taught award-bearing programs at the University based on the template designed by the NCAAA. The program specification document acts as a definitive record of the program, providing its intended aims and learning outcomes, and how students will achieve them.
- 3.2 Each program specification will provide a summary of the program, outline the program's aims and learning outcomes, detail the kinds of assessment that students should expect, provide a degree program table for the entire length of the program, discuss opportunities provided on the program and outline admissions criteria.
- 3.3 The Program Specification provides the framework of a degree program and offers full information on the:
  - 1) Award and title of the program
  - 2) Qualification level
  - 3) Program aims
  - 4) Learning outcomes
  - 5) Program curriculum, structure and features
  - 6) Domains and areas of the National Qualifications Framework
  - 7) Teaching strategies
  - 8) Admission criteria
  - 9) Support for student learning
  - 10) Methods for evaluation and improving the quality and standards of teaching and learning
  - 11) Assessment methods

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## PROGRAM SPECIFICATIONS POLICY

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### 5. Related Documents

- 5.1 NCAAA Program Specification Template
- 5.2 Guide to Writing Learning Outcomes (AA-200-G01)
- 5.3 Guide to Learning Outcomes Assessment (AA-200-G2)
- 5.4 Guide to Graduate Attributes Assessment (AA-200-G3)
- 5.5 New Program Design Policy (AA-211)
- 5.6 New Program Design Procedures (AA-211-P01)

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