


<b>Category</b>	Educational Programs	<b>Policy Number</b>	ACA-PRO-103	 جامعة زايد ZAYED UNIVERSITY
<b>Distribution</b>	External	<b>Version</b>	1.2	
<b>Responsible Office</b>	Provost	<b>Policy Owner</b>	PCO	
<b>Date Approved</b>	26 February 2024	<b>Effective Date</b>	26 February 2024	
<b>Date Last Reviewed</b>	23 February 2024	<b>Due Date for Next Review</b>	31 July 2025	

## **POLICY**

### **Curricula Approval and Revision**

#### **1. Purpose**

The purpose of this policy is to ensure that all curricula approval and revision is consistent with academic principles and standards appropriate to the University’s Mission, Vision, and Strategic Plan.

#### **2. Scope of Application**

The policy applies to proposals for all reviews and approvals that are needed for curricular changes.

#### **3. Policy**

**3.1** Zayed University (“**University**”) develops and implements new degree programs consistent with the University’s Mission, Vision, and Strategic Plan.

**3.2** Academic units propose new programs according to University procedures for ultimate review and approval by the Provost, the Vice-President, and the Board of Trustees of the University.

**3.3** Any request for a curricular change must be made at least one semester before the proposed implementation date. Curriculum changes requiring changes to the ZU Catalog cannot be implemented until the next ZU Catalog is issued.

**3.4** Any request for a program-level curricular change must consider the impact on existing students and include appropriate plans, such as teach-out provisions for programs proposed for discontinuation.

#### **4. Related Policies and Laws**

N/A

#### **5. Administration**

This policy is administered by the Programs and Curricula Office.

## 6. Revision History

<b>Date</b>	<b>Revision</b>
26 February 2024	Approved by the Provost and Acting Vice-President (v.1.2).
23 February 2024	Reviewed with no substantive changes required.
26 January 2023	Administrative change: <ul style="list-style-type: none"><li>• Updated the information header and policy numbers to be in line with the new format.</li><li>• Updated the policy number from ACA-PRO-04 to ACA-PRO-103.</li></ul>
24 September 2020	Approved by the Provost (v.1.1). Moved impact on existing students' requirement from Procedures to Policy.
12 May 2020	Non-substantive change: added External Distribution
18 November 2019	Updated the policy number and format.
16 June 2015	New policy approved by the University Council (v.1.0).