

# 2025/2026

## SECTION 1: UNIVERSITY STUDIES COMMITTEE DEADLINE DATES FOR SUBMISSION OF AGENDA ITEMS AND PAPERS

1. The deadline dates for submission of agenda items and papers to individual meetings of the Studies Committee are detailed below – **NB:** please refer to [section 2](#) for final programme and course submission and approval dates.
2. So that there is sufficient time for papers to be collated and reviewed prior to the meetings, proposals submitted after the deadlines will be held back until the next meeting.
3. All proposals should be entered/updated via the Global Curriculum Management System (GCM).

| Meeting Date                              | Deadline for Papers                        |
|-------------------------------------------|--------------------------------------------|
| Tuesday 2 <sup>nd</sup> September 2025    | Tuesday 19 <sup>th</sup> August 2025       |
| Wednesday 29 <sup>th</sup> October 2025   | Wednesday 15 <sup>th</sup> October 2025    |
| Wednesday 10 <sup>th</sup> December 2025  | Wednesday 26 <sup>th</sup> November 2025   |
| Tuesday 27 <sup>th</sup> January 2026     | Tuesday 13 <sup>th</sup> January 2026      |
| Wednesday 18 <sup>th</sup> March 2026     | Wednesday 4 <sup>th</sup> March 2026       |
| <b>Tuesday 28<sup>th</sup> April 2026</b> | <b>Thursday 16<sup>th</sup> April 2026</b> |
| Tuesday 16 <sup>th</sup> June 2026        | Tuesday 2 <sup>nd</sup> June 2026          |

## SECTION 2: FINAL PROGRAMME AND COURSE SUBMISSION AND APPROVAL DATES

### a) Proposals to the University's Studies Committee for approval <sup>1</sup>

| Type of Proposal (Route 1, Route 2 and Withdrawals in GCM)                                                                                                                                                                                                                          | Final Submission Date                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| For Guidance on proposal routes see:<br><a href="#">'Approval Route Guidance Table'</a><br><br>For example, proposals for USC approval: <ul style="list-style-type: none"><li>• New programmes</li><li>• New Location/Mode of Study</li><li>• Withdrawal of programmes...</li></ul> | <b>Thursday 16<sup>th</sup> April 2026</b><br><br>(For the meeting on Tuesday 28 <sup>th</sup> April 2026) |

### b) Final modifications approved within GCM <sup>1</sup>

| Type of Proposal (Route 3 and course modifications)                                                                                                                                                                                                                        | Final Approved Date                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <ul style="list-style-type: none"><li>• Programme structure revisions (<i>that do not require the University's Studies Committee approval</i>)</li><li>• Course modifications that impact on timetabling or affect other Schools</li><li>• Withdrawal of courses</li></ul> | <b>Tuesday 28<sup>th</sup> April 2026</b> |

<sup>1</sup> **NB:** It is necessary to set final submission/approval dates so that specific key activities may be completed (such as timetabling). It is therefore important that Schools meet the final submission/approval dates.

## 2026/2027

### SECTION 1: UNIVERSITY STUDIES COMMITTEE DEADLINE DATES FOR SUBMISSION OF AGENDA ITEMS AND PAPERS

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2. So that there is sufficient time for papers to be collated and reviewed prior to the meetings, proposals submitted after the deadlines will be held back until the next meeting.
3. All proposals should be entered/updated via the Global Curriculum Management System (GCM).

| Meeting Date                               | Deadline for Papers                        |
|--------------------------------------------|--------------------------------------------|
| Tuesday 8 <sup>th</sup> September 2026     | Tuesday 25 <sup>th</sup> August 2026       |
| Thursday 29 <sup>th</sup> October 2026     | Thursday 15 <sup>th</sup> October 2026     |
| Wednesday 9 <sup>th</sup> December 2026    | Wednesday 25 <sup>th</sup> November 2026   |
| Wednesday 27 <sup>th</sup> January 2027    | Tuesday 13 <sup>th</sup> January 2027      |
| Wednesday 17 <sup>th</sup> March 2027      | Wednesday 3 <sup>rd</sup> March 2027       |
| <b>Thursday 29<sup>th</sup> April 2027</b> | <b>Thursday 15<sup>th</sup> April 2027</b> |
| Tuesday 15 <sup>th</sup> June 2027         | Tuesday 1 <sup>st</sup> June 2027          |

### SECTION 2: FINAL PROGRAMME AND COURSE SUBMISSION AND APPROVAL DATES

#### a) Proposals to the University's Studies Committee for approval <sup>1</sup>

| Type of Proposal (Route 1, Route 2 and Withdrawals in GCM)                                                                                                                                                                                                                          | Final Submission Date                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| For Guidance on proposal routes see:<br><a href="#">'Approval Route Guidance Table'</a><br><br>For example, proposals for USC approval: <ul style="list-style-type: none"><li>• New programmes</li><li>• New Location/Mode of Study</li><li>• Withdrawal of programmes...</li></ul> | <b>Thursday 15<sup>th</sup> April 2027</b><br><br>(For the meeting on Thursday 29 <sup>th</sup> April 2027) |

#### b) Final modifications approved within GCM <sup>1</sup>

| Type of Proposal (Route 3 and course modifications)                                                                                                                                                                                                                        | Final Approved Date                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| <ul style="list-style-type: none"><li>• Programme structure revisions (<i>that do not require the University's Studies Committee approval</i>)</li><li>• Course modifications that impact on timetabling or affect other Schools</li><li>• Withdrawal of courses</li></ul> | <b>Thursday 29<sup>th</sup> April 2027</b> |

<sup>1</sup> **NB:** It is necessary to set final submission/approval dates so that specific key activities may be completed (such as timetabling). It is therefore important that Schools meet the final submission/approval dates.