**Faculty Curriculum Approval Panel (FCAP) Sign-off**

1. **Course Details** (to be completed by Faculty Quality Office)

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| All Award titles must reflect the title approved by the Academic Strategy Committee and be presented in full below: |
| **Course Title** |  |
| **Route Title/s (if applicable)**(Add further rows as required) |  |
| **Suite (if applicable)** |  |
| **Approval Type** (please select) | **New Approval** [ ]  | **Re-approval** [ ]  | **Major Change** [ ]  | **Other Change** [ ]  |

1. **Confirmation and Comments from the Faculty Curriculum Approval Panel**

In accordance with the University procedures, the Faculty Curriculum Approval Panel (FCAP) has operated in line with requirements and has scrutinised the course documents on behalf of the Faculty. TheFaculty is presenting to the University Curriculum Approval Panel (UCAP) for approval the final and complete versions (absent of editorial notations) and confirms the course meets in full the criteria as set out in the [University Course Criteria](https://www.canterbury.ac.uk/quality-and-standards-office/management-of-the-academic-portfolio/docs/approval/Course-scrutiny-criteria.pdf). (N.B. *Documents which are incomplete or draft will be returned to the Faculty and this will likely delay approval).*

The Faculty wishes to inform the UCAP of the areas the FCAP has addressed in order to meet course discipline needs. (*N.B. This should not be used to flag unresolved issues to the UCAP).*

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| **Area for consideration** | **FCAP’s comments**  |
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|  | **Chair of FCAP** |
| **Date of FCAP:**  |  |
| **Name:****Signature:** |  |