

3.b. Program Specifications

Subject	Educational Programs	Effective From	Sep - 2011
Policy #	3.b.	Latest Revision	Feb - 2025
Title of The Policy	Program Specifications	Next Review	Dec - 2025
Responsible Entity	Deans Council	Policy Pages	2
Definitions	A Program Specification: is the definitive statement of information on a program's aims, learning outcomes, structure, admission requirements, approaches to teaching and learning, assessment and quality assurance.		
Purpose	The program specifications policy aims to outline the concise information on each program and provide a detailed description of the design and delivery of each course, including details on assessments, teaching and program learning outcomes that comply with Emirates Qualification Framework QFE		
Scope	To provide useful and needful information about the program identity and properties to students, prospective students, faculty, internal and external reviewers.		
Statement	The AAU Program Specification policy provides the framework of a degree program and offers full information on the : • program title and program code/number; • authoring team; • date document prepared; • dates of initial accreditation of the program and, where appropriate, subsequent renewal of accreditation of the program; • dates of international accreditation and subsequent renewal of accreditation, if applicable; • academic unit(s) delivering the program; • in cases of interdisciplinary or jointly offered programs, the academic unit primarily responsible for the program; • delivery support partner (as applicable); • delivery mode(s); • educational aims of the program; • program learning outcomes; • completion requirements; • program structure; • support for students and their learning; • criteria for admission; • facilities, including laboratories, studios or other specialist resources supporting the program; • methods for evaluating and improving the quality and standards of teaching and learning; • assessment plan for program learning outcomes;		

	• indicators of quality and standards; • program matrices or schematic showing: ◦ the schedule of delivery; ◦ program learning outcomes mapped to course learning outcomes; ◦ program learning outcomes mapped to descriptors of the <i>QFEmirates</i> for the appropriate program level; ◦ teaching and learning methods; ◦ assessment methods.
Procedures	• The relevant department or program prepares the detailed specification of the program • The college curriculum and the quality assurance committees review the program specification • The council of the program recommends the final draft of the revised program specification to the college council • The college council approves the program council recommendation of program specification • The QAIRC and the Deans council approve the college program specification
Recent Changes	