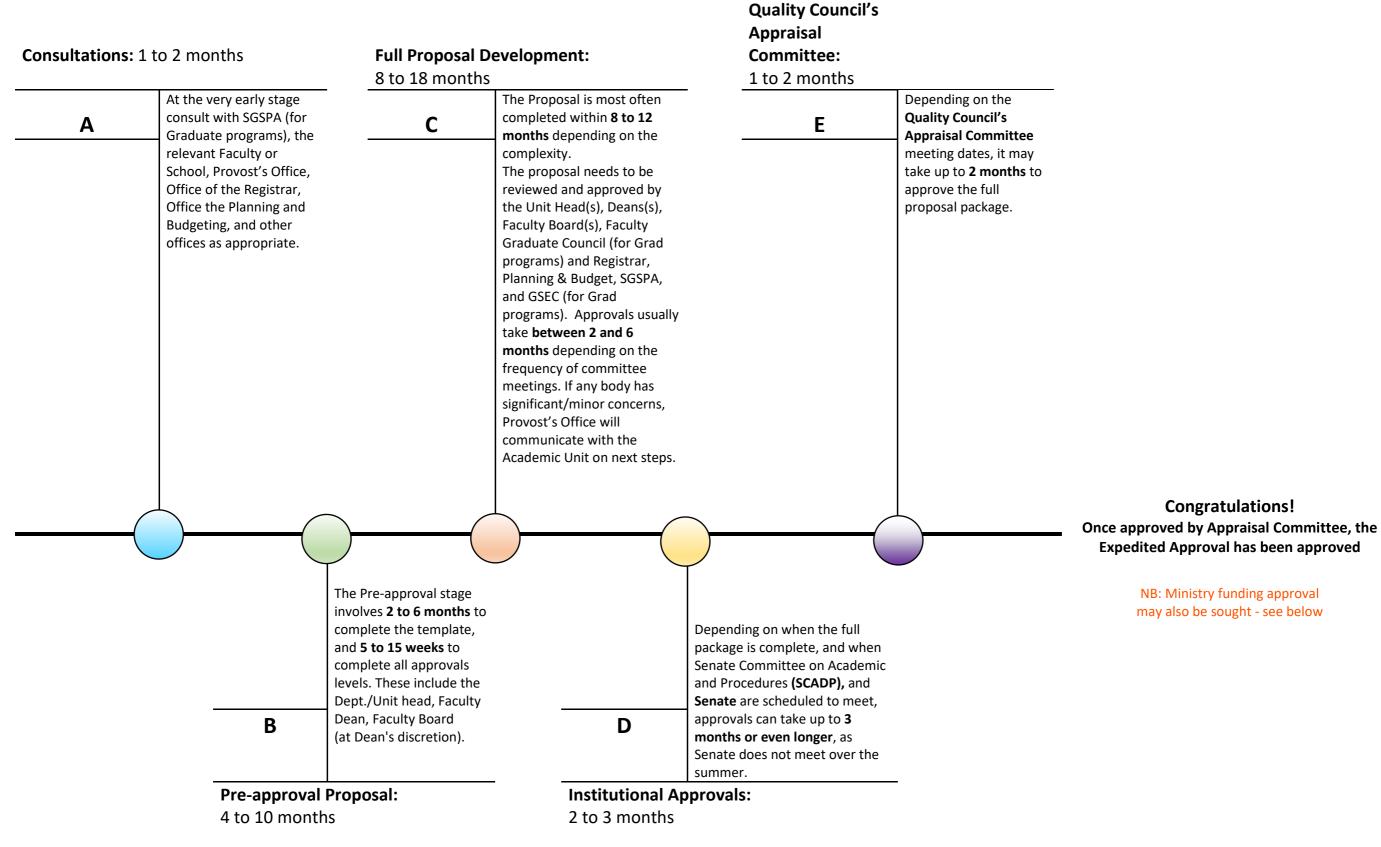# Timeline for Expedited Approvals

(Quality Council's Appraisal Committee is the final level of approval)

(The total estimated time it takes to complete an Expedited Approval is between **16 and 35 months**!)

This Protocol applies to the following proposal types:

- New for-credit graduate diploma (Types 2 and 3);
- New standalone degree programs arising from a long-standing field in a master's or doctoral program that has undergone at least two Cyclical Program Reviews and has at least two graduating cohorts

Consultations: 1 to 2 months

A

At the very early stage consult with SGSPA (for Graduate programs), the relevant Faculty or School, Provost's Office, Office of the Registrar, Office the Planning and Budgeting, and other offices as appropriate.

Full Proposal Development:
8 to 18 months

C

The Proposal is most often completed within **8 to 12 months** depending on the complexity.
The proposal needs to be reviewed and approved by the Unit Head(s), Deans(s), Faculty Board(s), Faculty Graduate Council (for Grad programs) and Registrar, Planning & Budget, SGSPA, and GSEC (for Grad programs). Approvals usually take **between 2 and 6 months** depending on the frequency of committee meetings. If any body has significant/minor concerns, Provost's Office will communicate with the Academic Unit on next steps.

Quality Council's Appraisal Committee:
1 to 2 months

E

Depending on the **Quality Council's Appraisal Committee** meeting dates, it may take up to **2 months** to approve the full proposal package.

Congratulations!
Once approved by Appraisal Committee, the Expedited Approval has been approved

NB: Ministry funding approval may also be sought - see below

The Pre-approval stage involves **2 to 6 months** to complete the template, and **5 to 15 weeks** to complete all approvals levels. These include the Dept./Unit head, Faculty Dean, Faculty Board (at Dean's discretion).

B

Pre-approval Proposal:
4 to 10 months

Depending on when the full package is complete, and when Senate Committee on Academic and Procedures **(SCADP),** and **Senate** are scheduled to meet, approvals can take up to **3 months or even longer**, as Senate does not meet over the summer.

D

Institutional Approvals:
2 to 3 months

Note:

- Once approved by Senate, the Provost's Office will submit the funding application for a funding eligible program to the Ministry of College and Universities (MCU). Ministry funding approval can take from 4 months to over a year.
- The Program can commence before the MCU approval for funding is received, but the Faculty offering the program assumes the financial risk of offering the program before funding is approved.
- Next steps may include subsequent reporting or continues improvement requirements, and a 5-year follow-up report. These reporting requirements will be tracked by the Provost's Office.