University of Toronto

Major Modification Proposal:

International Dual Degree Programs

Dual Degree Programs comprise two existing, approved degree programs, one offered by the University of Toronto and the other by an international peer institution. Dual Degree Programs allow a student to study in two approved degree programs at the same time and to complete the requirements of both, providing a distinctive academic benefit to the student through academic enrichment, student mobility, academic acceleration, etc. Dual Degree Programs build on a strong academic rationale or synergy between the programs in the combination.

This template should be used to bring forward proposals for Dual Degree Programs with international peer institutions for governance approval under the University of Toronto Quality Assurance Process (UTQAP). Dual Degree Programs are always founded on a Memorandum of Agreement (MOA) between the parties. The Office of the Vice-Provost, Academic Programs (VPAP) will provide an MOA template which includes all relevant issues to be addressed.

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| Dual Degree Programs Proposed | | | | | | |
|  | Institution | Undergraduate Program Option (Spec. in…, Maj. in…) | Undergraduate Degree | Second-Entry Under-graduate Degree Program | Graduate Degree and Program (#1) | Graduate Degree and Program (#2) |
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|  | University of Toronto | International Peer Institution |
| **Faculty:** |  |  |
| **Dean’s Office contact (U of T)/ institutional contact (peer institution):** |  |  |
| **Department(s)/unit(s) if applicable:** |  |  |
| **Proponent in each department/unit:** |  |  |
| **Version date of proposal:**  Please change as you edit this proposal |  |  |

# Summary

* Please provide a brief overview of the proposed Dual Degree Program(s) listed in the cover chart, highlighting the critical points of sections 3 to 7, including especially highlights regarding:
  + - the academic rationale
    - the impetus for development (student interest and demand; alignment with the unit’s and division’s academic plans)
    - any important or distinctive elements.

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# Effective Date

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| The first date students will apply to the Dual Degree Program:    The date the first cohort will be registered in the Dual Degree Program: |

# Academic Rationale

* What are the academic reasons for the Dual Degree Program(s) and how does this fit with the unit’s and division’s academic plans?
* Context
  + - Provide an academic rationale for combining the two degrees: what synergies exist between the two; how will this support student learning.
    - Provide an academic rationale for offering a Dual Degree with this peer institution in this field. Please append a brief description of how program quality is ensured at the partner institution.
    - Describe the consistency of the Dual Degree Program(s) with the University’s mission and unit and divisional academic plans and priorities.
* Expected benefits of the proposed Dual Degree Program(s) (e.g., student mobility, internationalization, academic enrichment, etc.).
* Describe any distinctive elements.
* Dual degrees normally involve up to 25% double counting of coursework; provide an academic rationale if the combination involves more than 25% double counting.

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# Need and Demand

* Provide a brief description of the projected interest in and demand for the proposed Dual Degree Program(s), focusing on the benefits to students beyond what would result from completing the two degree programs separately.
* Provide details regarding the anticipated yearly intake.

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# Program Requirements

* Describe the academic requirements of the Dual Degree Program(s) with particular attention to how the Dual Degree Program(s) will satisfy the requirements of the two original programs.
  + - Include, either in prose below or in table form in 5.1, the following:
  + List the full requirements, including placements, major research project, etc. of each original program.
  + Show how students will progress to complete the requirements of each program through the Dual Degree Program (session by session).
  + **Explicitly identify and explain any double counting.**
  + Clarify the time to completion.
  + Indicate specifically which degree program students will be registered in, and when.
    - * + If the program has streams, fields or concentrations, clarify whether the Dual Degree will apply to all streams, fields or concentrations, or only some, and how the different requirements will be met.

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## Comparison of Curricular Path

* Please describe the sequencing of requirements for the Dual Degree pathway and contrast it to the pathway of the usual pathway for both degrees.
  + - Include details on when students will take courses from each program, where double counting will occur, etc. Feel free to include a table as an appendix (the VPAP Office can assist if needed).

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# Admission Process

* When do students normally apply to the Dual Degree Program(s) and what is the pattern of registration?
* For Dual Degree Programs involving undergraduate/graduate combinations, students enrolled in graduate programs will normally have completed an undergraduate degree.

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# Admission Requirements

* What are the admission requirements of the Dual Degree Program(s)? (Note that the admission requirements may be more strenuous through the Dual Degree than if the programs are applied to separately.)
  + - Please consider any specific courses that students must complete in the first program(s) to be eligible for the Dual Degree Program(s), and any requirements unique to the combination.
    - Are there any conditions on admissions to the second program(s) that must be met?

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# Calendar Copy

* The Dual Degree listing will be in the SGS Calendar entry of the program. Please include the SGS Calendar entry with the Dual Degree information, with the changes tracked.
  + - Please contact the VPAP Office if you need a copy of the SGS Calendar entry.

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| Please see Appendix X for calendar copy. |

# Consultation

* Outline the discussions that have taken place:
  + - within the offering division; with any cognate units
    - between the partners.
* The VPAP Office will coordinate consultation with other shared service units, including Planning & Budget (P&B); International, Government & Institutional Relations (IGIR); Faculty & Academic Life (FAL); and other offices, as appropriate, to provide consolidated feedback on the proposal and support the review and approval of the associated inter-institutional agreement.
* **Note: MOA negotiations must have concluded and the MOA be ready for signing before the proposal receives governance approval.**

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# Resources

* Describe any additional expenses required to support or deliver the Dual Degree Program. Resource implications could include but are not limited to: faculty complement, space, libraries and enrolment/admissions. The VPAP Office will coordinate consultation with P&B on planning issues like enrolment counting and revenue modelling.
* Please be specific where this may impact significant enrolment agreements with the Faculty/Provost’s Office (PO).

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# Governance Process

The UTQAP pathway is summarized in the table below.

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| Steps | Approval |
| Very early consultation with department chair/director and Dean to determine feasibility and desirability of concept |  |
| Very early consultation with Provost’s Office to determine whether the proposed relationship is compatible with the goals and principles of the University (determined in consultation with IGIR) |  |
| Consultation meeting |  |
| Development of proposal in close consultation between Dean’s Offices |  |
| Consolidated feedback from shared services offices coordinated by VPAP prior to governance |  |
| Development of MOA in close consultation between Dean’s Offices, and with Provost’s Office (PO coordinates with P&B and IGIR) |  |
|  | MOA: Provost’s Office approval |
|  | Proposal: unit-level approval as appropriate\* |
|  | Proposal: Faculty/divisional councils |
|  | MOA: signing (including Provost and Dean for U of T) |
| Submission to Provost’s Office |  |
| Report to AP&P (by VPAP) |  |
| Report to Ontario Quality Council (by VPAP) |  |

\*Proposal for Dual Degree goes to governance with MOA shell only, with the understanding that the Dual Degree cannot launch without a completed, signed MOA.