NMBI Guide Template for Submission of Post Registration Programmes

Curriculum Document

Section 1: Programme Summary

1. Title
2. Location and Provider
3. Table of Contents
4. Students
   I. Application Procedures
   II. Recognition of Prior Learning (RPL)
   III. Admission Criteria
      - Entry requirements
   IV. Transferring to another provider
   V. Interruption in delivery of programme
   VI. Exiting the programme
5. Structure
6. Attendance
   I. Minimum Hours
7. Student Support
   I. Student Lecturer
   II. Student Unions
   III. Counselling
   IV. Disability/Access
   V. Other Supports Available to Student
      - Admin Support
8. Learning Resources
   I. Library Facilities
   II. Computer/IT Facilities
   III. Online/Virtual Learning Environments (e.g. Moodle/Blackboard)
   IV. Other Learning Resources
9. Administration
   I. Programme Management
   II. ECT Framework
   III. Awarding Body
   IV. Programme Evaluation, Oversight and Quality
10. Programme review process
Section 2: Curriculum Design, Development, Content and Organisation

1. Curriculum Design
   I. Background
   II. Rationale

2. Curriculum Development
   - Supported by current published evidence.

3. Curriculum Philosophy

4. Curriculum Content
   I. Aims and Learning Outcomes
      a. Programme Learning Outcomes Mapped to Standards and Requirements
      b. Module Learning Outcomes Mapped to Standards and Requirements.
   II. Structure, Modes of Study and Duration

5. Assignments and Assessments
   I. Module Assignments and Assessments mapped to module learning outcomes
   II. Submissions/Late Submissions
   III. Scope of compensation between modules (Compensation between theoretical and clinical component of assessment is prohibited).
   IV. Examinations
   V. Plagiarism
   VI. Repeat Examinations
      - Number of repeats allowed for failed assessments.

6. Module Descriptors in Table format
   - Current references included

Section 3: Appendices

1. Letter of accreditation from HEI’s Academic Council
2. CV’s of Academic Staff (Include NMBI PINs for nurses and midwives)
3. Abridge CV of External Examiner
4. Academic regulations
5. Programme Evaluation Tools, e.g. Students Questionnaires, Impact on Service Assessment, Preceptor Evaluation
6. Clinical Competency Assessment Tool (If applicable)
7. Detailed examination grading scale
8. Governance structure in diagrammatic format
9. Oversight committee memberships
10. Policies on marking/plagiarism/submission/exams/conduct/etc.
11. Recognition of prior learning policies/forms
12. Marking criteria
13. Any other documents deemed relevant

(Revised: October 12, 2017)