

UTTAR PRADESH RAJARSHI TANDON OPEN UNIVERSITY, PRAYAGRAJ

GUIDELINES FOR REVISION/ ADDITION/ DELETION OF COURSE(S) IN EXISTING PROGRAMMES

2. REVISION/ ADDITION/ DELETION OF COURSE(S) IN EXISTING PROGRAMMES

Periodic revision of curriculum and corresponding changes in the instructional resources is necessary to maintain the dynamism of the programme and also make the learning outcomes relevant in the context of the changing ecosystem of the country / region/ State. Regular updation of the contents is required to be done for the benefit of the learners.

The Programme Coordinator needs to apply in the **Programme Revision Form (PRF) (Annexure 9)** for revision/addition of courses in new areas/disciplines/specializations and deletion of courses in the existing programme. The Programme Coordinator will fill up the PRF giving a brief about the programme under revision – level, medium of instruction, past enrolment, curriculum details, relevance and rationale for revision, details of revision proposed, its implication on evaluation of student performance and delivery of learning at LSCs, financial requirements for revision and proposed date of launching of the revised programme.

1. In case of Revision, **PRF needs the approval of the School Board followed by the approval of the Academic Council.**
2. In case of addition of a new course to an existing Programme, PRF needs the approval of the School Board followed by the approval of the Academic Council.
3. A Board of Studies may be constituted only after the approval of the School Board for drawing detailed course structure to be submitted to Academic Council.
4. The same proforma (PRF) may be used for submission to the Academic Council after incorporating changes, if any, as advised by Board of Studies along with the approval of the School Board and a detailed syllabus.