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| **Business Case for PATHWAY DEVELOPMENT** |
| This document is to be used to create a business case for onshore and offshore external pathways to Victoria University which are projected to contribute to student load at VU, and VU Sydney.  This document is also to be used to create a business case for external pathways which are projected to contribute to student load in a course delivered off-shore.  The content of this form is to be discussed with College Deans and/or Directors of Learning and Teaching to advise of proposed pathways and requires endorsement by the College Dean before further commencement of pathway development. Once the relevant College Dean has approved the pathway, mapping of departure and destination courses can be completed. The Business case must be completed and approved by the Senior Vice-President Future Students and Planning prior to the Pathway Approval Form proceeding to Courses Committee of the Academic Board for endorsement. Once Pathways have been endorsed, Pathways Approval Forms are to be uploaded to the relevant destination courses in CAMS.  Note: A Business Case formalising on-shore pathways from current TNE partners or an external institution with existing approved pathways to Victoria University, need complete Sections 1, 2, 3, 4, 10, 11, 13, 14 & 15 only.  Note: This template conforms to the requirements of : Credit Policy, Pathways Procedure |

# ORGANISATION, COURSE AND PARTNER DETAILS

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| **Legal and Registration Details** | | | | | | |
| **Legal name of organisation** | |  | | | | |
| **Trading name of organisation** | |  | | | | |
| **Registered postal address** | |  | | | | |
| **Head Office or Main Campus** | |  | | | | |
| **Core business**  (What is the organisation’s main business activity?) | |  | | | | |
| **Registration details**  (If this is an international organisation these three registration numbers are not required) | | Australian Business Number (ABN)  <http://abr.business.gov.au/> | | |  | |
| Australian Company Number (ACN) <http://asic.gov.au/online-services/search-asics-> registers/#companies | | |  | |
| CRICOS Number  <http://cricos.education.gov.au/Institution/InstitutionSearch.aspx> | | |  | |
| Registration details for public and private Registered Training Organisations <http://www.asqa.gov.au/about-vet/about-rtos/about-rtos.html> | | | | | | |
| RTO Number |  | | Registration start date |  | Registration end date |  |
| Registration details for private Higher Education providers <http://www.teqsa.gov.au/national-register> | | | | | | |
| Identification Number |  | | Registration start date |  | Registration end date |  |
| Registration details for overseas providers https://internationaleducation.gov.au/services-and-resources/pages/qualifications-recognition.aspx | | | | | | |
| Name of registering body |  | | Identification Number |  | Registration start and end date |  |

1. **STRATEGIC RATIONALE -** link to the VU strategic plan and College annual plan https[://w](http://www.vu.edu.au/sites/default/files/about-us/pdfs/vu-strategic-plan-)ww[.v](http://www.vu.edu.au/sites/default/files/about-us/pdfs/vu-strategic-plan-)u[.edu.au/sites/default/files/about-us/pdfs/vu-strategic-plan-](http://www.vu.edu.au/sites/default/files/about-us/pdfs/vu-strategic-plan-) 2016-2020.pdf

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1. **EVIDENCE OF REGULATORY COMPLIANCE OR EXISTING PARTNERSHIP DETAILS –** For providers where there has been

## an existing relationship where an agreement may have expired, or

* + where there is a precedent of significant numbers of students with Advanced Standing, or
  + there are agreed governmental MOUs between countries recognising qualifications, or
  + publically available TEQSA Audit reports or
  + other regulatory reports and other proof of completed due diligence –

Those details can be added in the box below and can be used as evidence of due diligence.

Additionally, commentary on expert judgement and consideration of a providers history, context and own risk management can be included.

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1. **COURSE OUTLINE –** Insert details of the departure and destination course pathway.

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| **Departure Course Details** | | | |
| **Institution** |  | **Country** |  |
| **Course Code** |  | **Faculty/Discipline** |  |
| **Course Title** |  | **Course Type** |  |
| **Course Expiry** |  |  |  |
| **AQF Equivalence**  **Departure course qualification compared with the AQF (using Australian Qualifications Recognition Policy Unit) https://internationaleducation.gov.au/services-and-resources/pages/qualifications-recognition.aspx** | | | |
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| **VU Destination Course Details** | | | |
| **College** |  | **Course Title** |  |
| **Course Code** |  | **Course Type** |  |
| **Course Expiry** |  | **Location** |  |

1. **FINANCIAL VIABILITY AND SUSTAINABILITY -** Comment on the financial viability and sustainability of the proposed partner - (Reports can be included in the appendix)

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1. **INTERNATIONAL PROFILE –** List details of international programs, collaborative projects with other Universities, international engagement etc

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1. **REGULATORY HISTORY –** For example, link to any regulatory events, such as renewal of registration, complaints or investigations.

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1. **STUDENT PROFILE –** For example, indicators relating to student load, progress and satisfaction.

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1. **STAFF RESOURCES AND STAFF PROFILE –** For example, indicators relating to academic staffing levels and number of senior academic leaders.

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# PROJECTED STUDENT NUMBERS

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | |
|  | Domestic | International | Domestic | International | Domestic | International | Domestic | International | Domestic | International |
| **Semester 1** |  |  |  |  |  |  |  |  |  |  |
| **Semester 2** |  |  |  |  |  |  |  |  |  |  |

1. **PROJECTED REVENUE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 2019 | 2020 | 2021 | 2022 | 2023 |
| **Semester 1** |  |  |  |  |  |
| **Semester 2** |  |  |  |  |  |

1. **SUMMARY and RECOMMENDATION–** Analysis is aggregated, overall findings of the preliminary assessment and recommendation are detailed

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1. **PATHWAY DEVELOPMENT GROUP –** Insert the names and positions of the people consulted in the development of this business case.

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| **Name** | **Position** | **College/Support Unit** | **Pathway development role** |
|  |  |  | Lead Proponent |
|  |  |  | VU International (if applicable) |
|  |  |  | Partnerships (if applicable) |
|  |  |  | Academic Quality and Standards |

1. **APPROVAL –** This form must be approved by the College Dean, and

**\*** International Pathways: Director VU International

* Transnational Education Pathways: Director, Partnerships Director, VU International (for onshore student transfer)
* Senior Vice President Future Students and Planning

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| **Name** | **Position** |
|  | Director, VU International (if applicable) |
| **Signature** | **Date** |
| **Name** | **Position** |
|  | Director, Partnerships (if applicable) |
| **Signature** | **Date** |
| **Name** | **Position** |
|  | Dean- College of (Insert name) |
| **Signature** | **Date** |
| **Name** | **Position** |
|  | Senior Vice-President, Future Students and Planning |
| **Signature** | **Date** |

1. **NOTIFICATION –** Upon endorsement of this form, Academic Quality and Standards will notify relevant internal stakeholders of the approval to develop the pathway for endorsement by Courses Committee of Academic Board.

VUI will notify the Pathways Proponent at the Partner Institution.

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| **16. Name** | **Position** |
|  | Director, Learning and Teaching, (relevant College) |
|  | Course Management Officer (relevant college), Academic Quality and Standards |
|  | Pathways Proponent at Partner Institute |
|  | Associate Director, Load Planning |