

Application for Authorization

Degree Granting

This application is required pursuant to section 7 of *The Degree Authorization Act*. Please refer to the **Instructions for Institutions Apply for Authorization** (May 31, 2016) as you complete this Application Form. Please note that each data entry box can accommodate as much text as needed.

Application Information

Name of Institution: _____

Name of Proposed Degree: _____

Mailing Address: _____

Street/PO Box

Postal Code

City/Town

Province/State

Country

Street Address: _____

(if different from mailing address)

Street/PO Box

Postal Code

City/Town

Province/State

Country

Saskatchewan Address: _____

(if different from above)

Street/PO Box

Postal Code

City/Town

Province/State

Country

Institution Telephone: _____

Name of Primary Contact: _____

Address of Primary Contact: _____

Street/PO Box

Postal Code

City/Town

Province/State

Country

Primary Contact Telephone: _____

Primary Contact Email: _____

Email Contact for Public Comment (if different than above): _____

Year Applicant Institution was Established: _____

Is the applicant institution authorized to grant degrees? ☐ Yes ☐ No

In what jurisdiction(s)? _____

Under what authority(ies)? (list applicable legislation): _____

Pursuant to section 17 of *The Degree Authorization Regulations*, is the applicant seeking an expedited review? ☐ Yes ☐ No

If yes, please describe the nature of the permission granted to the applicant to provide the program, pursuant to 17(1)(a) of *The Degree Authorization Regulations*: _____

Pursuant to clause 17(1)(b) of *The Degree Authorization Regulations*, is the applicant seeking an exemption from section 6 of *The Degree Authorization Act* to use the word “university” or “varsity”? ☐ Yes ☐ No

If yes, please state the nature of the authorization held: _____

Program Proposal

This section lists questions the applicant must address in its written proposal. In the box beside each question, please provide the page number in the proposal where the answer to the question can be found. This ensures that all required information has been provided. It also allows the Ministry of Advanced Education to easily cross-reference while performing its analysis.

1. Program Details	Page Number(s)
a) Name of degree with specialization	
b) Period of study (credit hours and years)	
c) Maximum capacity for the program (full-time and part-time)	
d) Minimum viable enrolment	
e) Annual tuition per student	
f) Expected enrolment	
g) Total full-load equivalent (FLE)	
h) Anticipated number of graduates per year	
i) Descriptions of core courses and electives, including learning outcomes	
j) Methods of delivery (e.g., traditional classroom, distance education, co-operative education or a combination)	
k) Current requirements of regulatory bodies and/or standards or major and/or nationally recognized professional associations, accreditation agencies or other organizations associated with the field of study	
l) Institution's plan to meet the above requirements	
m) Requirements/options for work experience in the program	
n) Types of work placements that will be available	

2. Benefits to Saskatchewan Learners and the Saskatchewan Post-Secondary Education System (as per section 8(a) of the Regulations)	Page Number(s)
a) How the proposed degree program benefits the Saskatchewan post-secondary system	
b) How the proposed degree program fits within the broader Saskatchewan post-secondary education system	
c) What student demand currently exists and can be anticipated for the proposed program	
d) The strategy that has been or will be used to explore the potential transferability of credits earned in the proposed program	
e) The discussions that have occurred with the University of Saskatchewan and the University of Regina to ensure consideration of implications for students	

2. Benefits to Saskatchewan Learners and the Saskatchewan Post-Secondary Education System (as per section 8(a) of the Regulations)	Page Number(s)
f) Any anticipated collaborative or partnership arrangements with other institutions (university or non-university) in the region, province, or elsewhere for the development and/or delivery of the program	
3. Advancement of Saskatchewan's Economic and Social Priorities (as per section 8(b) of the Regulations)	Page Number(s)
a) How the proposed program advances the province's social and/or economic priorities	
4. Alignment with Applicant's Mandate, Mission and Strategic Plan (as per section 8(c) of the Regulations)	Page Number(s)
a) The relationship between the proposed program and the official mandate and mission of the institution	
b) The connection between the proposed program and the institution's strategic, business, strategic enrolment and degree plans	
c) The institution's expertise and capacity in the proposed program area and/or related fields of study	
d) The proposed program's impact on and relationship to existing programs at the institution	
e) The institutional development and academic approval processes that were followed in developing the proposal	
5. Program Marketability and Graduate Employability (as per section 8(d) of the Regulations)	Page Number(s)
a) The expected employment outcomes and/or further education paths for graduates of the proposed program	
b) The level and type of support that will be provided by professional organizations, regulatory bodies, employers, industry, and other stakeholders/partners (e.g., other government ministries/departments/agencies, Saskatchewan's universities, other post-secondary institutions)	
6. Fiscal Plan, including Financial Implications for Students, for the Applicant, and for the Government of Saskatchewan (as per section 8(e) of the Regulations)	Page Number(s)
a) The total expected annual revenue from the program [e.g., tuition fees(s), expected enrolment and any other sources of revenue (e.g., partner/industry contributions), minimum viable enrolment]	
b) The total anticipated cost of the program and whether any public funds will be required	

Application Fee

Pursuant to section 6 of *The Degree Authorization Regulations*, an application fee of \$5,000 is payable on submission of an application for authorization.

☐ I have attached a cheque in the amount of \$5,000 payable to the Minister of Finance.

Supporting Documents

Please list all supporting documents submitted with this application, and ensure that documents are clearly marked and easily identifiable. Please ensure that all documents have page numbers. Also note that supporting documents will not be posted for public review and comment.

Signature

I hereby certify that all the information contained in this application, including the supporting documents submitted with it, is true. I also hereby grant the Ministry of Advanced Education permission to make this application available for public review, pursuant to section 9 of *The Degree Authorization Regulations*.

X _____

Signature of Application

Date

Print Name and Position