Curriculum Management

REVIEW AND CHANGE YOUR CURRICULUM DURING 2015
(FOR 2016 OFFERINGS)

Annual change (via CAIDI)
(November 2014 - May 2015)

| All data fields | Annual review of courses and units to be taught next year | Final submission of change request (via CAIDI) from Faculty office April each year for UG curriculum | Final submission of change request (via CAIDI) from Faculty office end of May for PG curriculum |

Approval and system updates (incl. Callista, Timetabling and Handbook)

September 2015 checks (via CAIDI)
(2 week window for final updates)

Limited data fields open: unit availability, unit co-ordinator, contact hours, advisable prior study and handbook notes

Approval and system updates (incl. Callista, Timetabling and Handbook)

HANDBOOK PUBLISHED
Enrolment begins
(November 2015)

Late urgent change for Semester 1 (via CAIDI FAST-TRACK)
(November 2015)

Limited data fields: unit rules, unit co-ordinator and contact hours

Approval and system updates (incl. Callista, Timetabling and Handbook)

Late urgent changes for Semester 2 (via CAIDI FAST-TRACK)
(June 2016)

Limited data fields: unit rules, unit co-ordinator and contact hours

Approval and system updates (incl. Callista, Timetabling and Handbook)

Unforeseen circumstances ALL data fields
Submit proposal for critical change with justification via curriculum-aps@uwa.edu.au

For further information:
or email: curriculum-aps@uwa.edu.au

Academic Policy Services, updated January 2015