

**[Month Year]**

[Name of Program]

Curriculum Review Final Report

SCHOOL OF [Name of School]

BRITISH COLUMBIA

INSTITUTE OF TECHNOLOGY

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BURNABY, BRITISH COLUMBIA

CANADA V5G 3H2

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* Comparison Table
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* Focus Group and Interview Questions
* Focus Group Participants and Interviewees
* Industry Meeting Results

# 1.0 Introduction

## 1.1 Purpose of the Curriculum Review

[Outline the purpose, scope, and benefits of the curriculum review, including what aspects of the curriculum were reviewed. If appropriate, outline what aspects of the curriculum were *not* reviewed.]

## 1.2 Background

[Include the following in this section:

* When was the previous curriculum review
* What was the outcome of the last curriculum review (e.g. led to a major change)
* When the current curriculum review took place
* Who was on the working group for the curriculum review
* Others?]

## 1.3 Methodology

[List the data collection methods that were used to gather feedback from stakeholders. List them in chronological order. Include:

* Which stakeholders were involved
* What types of data collection methods were used
* The rationale for the various data collection methods
* What the response rates were
* Others?]

[Refer to data collection documents/reports in appendices.]

[Describe who was involved in the analysis and the validation of the data.]

# 2.0 Findings

[Describe the key findings from each of the data collection methods used. This could be organized by stakeholder group, by data collection method, or by themes.]

[Refer to data collection documents/reports in appendices.]

[Include an overall summary of the findings.]

# 3.0 Recommendations

[Outline the recommendations being proposed, based on the findings. These could be organized by theme, by short or long term recommendations, or another method, as appropriate to the program.]

## [Topic 1]

[Recommendation to address topic 1]

## [Topic 2]

[Recommendation to address topic 2]

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| Examples of appendices that could be included:* Appendix 1: Comparison Table (if appropriate)
* Appendix 2: Survey of ....
* Appendix 3: Survey of...
* Appendix 4: Focus Group and Interview Questions
* Appendix 5: Focus Group Participants and Interviewees
* Appendix 6: Industry Meeting Results
* Etc…
 |



Appendices

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| APPENDIX 1: Comparison Table |

| Comparison of Current and Proposed Programs |
| --- |
| Current [Program Name] Courses | Credits | Curriculum Change Details | Proposed [Program Name] Courses | Credits |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **SUBTOTAL** | 0.0 |
| **TOTAL** | 0.0 |  |  **TOTAL**  | 0.0 |

|  |
| --- |
| APPENDIX 2: Survey of… |