




PDARF Approval Process

PDARF FORM – Completion Process	Signed by 	Approval 	University Level Approval Where applicable 	Actioned by
Global Partnership Proposal Form – Strategic Case (formerly PDARF1) Note: GEG approval is required prior to UMT approval	<ul style="list-style-type: none"> • HoS • VPI • College Finance Manager • College Principal 	College Executive	global.partnerships@ucd.ie for GEG Approval AND subsequent UMT Approval: umt@ucd.ie (where academic programme approval is required)	UCD Global
PDARF2 New Programme Proposal (plus Global Partnership Proposal Form – Strategic Case if programme includes external partnership)	<ul style="list-style-type: none"> • HoS • College Finance Manager • College Principal 	College Executive	UMT Approval: umt@ucd.ie	University Secretariat
PDARF3 New Programme Academic Structure Proposal (PDARF2 must be approved before PDARF3 submission)	<ul style="list-style-type: none"> • Head of School • Chair of Governing Board 	Governing Board	Dependent on type of new programme	Curriculum Team, UCD Registry
PDARF4 Collaborative Programme Supplement (Global Partnership Proposal Form – Strategic Case & PDARF 3/7 required)	<ul style="list-style-type: none"> • Head of School • Chair of Governing Board 	Governing Board	UPB Approval: programmes@ucd.ie	Curriculum Team, UCD Registry
PDARF6 Structured Elective or Specialisation Proposal/Change	<ul style="list-style-type: none"> • Head of School • Chair of Governing Board 	Governing Board		Curriculum Team, UCD Registry
PDARF7 Programme Change Proposal	<ul style="list-style-type: none"> • Head of School • Chair of Governing Board 	Governing Board	Dependent on type of programme change	Curriculum Team, UCD Registry
PDARF8 Pathway Programme Proposal (PDARF 2 & 3 may be required also)	<ul style="list-style-type: none"> • Head of School • Chair of Governing Board 	Governing Board	UPB Approval: programmes@ucd.ie	Curriculum Team, UCD Registry
PDARF14 Derogations	Chair of Governing Board	Governing Board	UPB Approval: programmes@ucd.ie	Curriculum Team, UCD Registry