



Programme Suspension and Cessation Policy

1. Context

All programmes leading to an award from Trinity College Dublin and the University of Dublin are subject to formal procedures for the suspension and cessation of programmes of study which give due regard to the statutory requirements that govern awards on the [National Framework of Qualifications \(NFQ\)](#).

2. Purpose

- 2.1 This policy requires that due consideration be given to any decision to suspend or cease a programme of study at Trinity, and programmes delivered collaboratively with Trinity and/or validated by Trinity.

3. Benefits

- 3.1 The risks associated with the suspension and cessation of programmes are managed proactively and this includes appropriate timelines, communications and the protection of enrolled learners on validated and collaborative programmes.

4. Scope

- 4.1 This policy applies to all programmes delivered by Trinity, validated by Trinity and delivered collaboratively with Trinity.
- 4.2 The cessation of Dual and Joint programmes is provided for in the specific Memoranda of Understanding and must be discussed and mutually agreed by the institutions concerned.

5. Principles

- 5.1 The decision to suspend or cease a programme of study is based on an objective review of each programme assessing its rationale, academic merits and financial viability.
- 5.2 Trinity is committed to the delivery of the full programme of study on which students have been enrolled.



6. Definitions

- 6.1 Suspension of a programme of study refers to the temporary discontinuation of a programme of study with the intention of recommencing it at a future date.
- 6.2 Cessation of a programme of study refers to the permanent discontinuation of a programme of study.

7. Policy

7.1 Suspension

7.1.1 A decision to suspend a programme should be made as early as possible, ideally before the course is open for recruitment but no later than the closing date for applications.

7.1.2 Proposals for the suspension of a programme of study must be signed by the Head of School and approved by the Faculty Dean (Ref. [Suspension of Programmes of Study](#)).

7.1.3 Applicants on a programme which has been suspended after recruitment has commenced will be refunded their application fee, and deposit (where applicable).

7.1.4 Proposals for the suspension of a validated programme of study must be signed by the relevant authority at the linked provider institution and the related Associated College Degree Committee (or equivalent).

7.2 Trinity will endeavour to make reasonable accommodations for students to complete a programme they have commenced but for valid reasons do not progress within the prescribed timeframe.

7.3 Cessation

7.4.1 Programmes which are to cease will be phased out on an annual basis over the full cycle of the programme.

7.4.2 Proposals for the cessation of programmes of study must have the support of the Programme/Course Committee (where relevant), the School Executive and the Faculty Dean, and must be presented to the Undergraduate Studies or Graduate Studies Committee (as a Calendar change), as appropriate, prior to being approved by the University Council. (Ref. [Cessation of a Programme of Study Form \(UG/PG\)](#)).

7.4.3 Proposals for the cessation of a validated programme of study must have the support of the relevant authority at the linked provider institution, the related Associated College Degrees Committee (or equivalent) and must be presented to the Undergraduate Studies



Committee and the Graduate Studies Committee, as appropriate, and to the University Council for approval.

8. Responsibility

- 8.1 The responsibility for this policy lies with the Senior Lecturer/Dean of Undergraduate Studies and the Dean of Graduate Studies, and the Registrar, as appropriate.

9. Related Documents

- 9.1 [Suspension of a Programme of Study Form \(UG / PG\)](#)
- 9.2 [Cessation of a Programme of Study Form \(UG / PG\)](#)
- 9.3 [National Framework of Qualifications \(NFQ\)](#)
- 9.4 [Dual and Joint Awards Policy](#)
- 9.5 [Qualifications and Quality Assurance \(Education and Training\) Act 2012](#)

10. Document Control

- 10.1 Date Policy Approved: March 2017
- 10.2 Date of Next Review: Academic year 2020/21
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