



## CURRICULUM MANAGEMENT EDIT TIMELINES FOR SCHOOLS/COLLEGES

### MAJOR & PROGRAMME EDITS

<b>SEPTEMBER INTAKE STRUCTURES</b>	<b>OPEN 14 FEB – 15 MAY 2024</b> via <a href="#">Majors in my School</a>	<b>16 MAY – 06 SEPT 2024</b> Changes via <a href="#">Structure Change Request Form</a>	<b>09 SEPT 2024 ONWARDS</b> Changes via <a href="#">PDARF 16</a>
<b>VISION/VALUES &amp; PROG OUTCOMES *SEPT ONLY*</b>	<b>OPEN 14 FEB – 15 MAY 2024</b> via <a href="#">Curriculum Review &amp; Enhancement</a>  Note: Only the Programme Director can make edits	<b>16 MAY 2024 ONWARDS</b> Changes via <a href="#">PDARF 7</a>	
<b>CAREERS &amp; SKILLS STATEMENTS</b>	<b>OPEN 14 FEB – 26 JULY 2024</b>		<b>27 JULY 2024 ONWARDS</b> Changes via <a href="#">PDARF 7</a>
<b>JANUARY INTAKE STRUCTURES</b>	<b>OPEN 10 OCT – 03 DEC 2024</b> via <a href="#">Majors in my School</a>	<b>04 DEC 2024 ONWARDS</b> Changes via <a href="#">PDARF 16</a>	
<b>MAY INTAKE STRUCTURES</b>	<b>OPEN 13 MAR – 17 APR 2025</b> via <a href="#">Majors in my School</a>	<b>22 APR 2025 ONWARDS</b> Changes via <a href="#">PDARF 16</a>	

- [School/College-level](#) access is required to edit Major/Programme structures
- 2024/25 Curriculum Information will be published to the [Course Search](#) in June 2024
- Changes to *Vison/Values & Programme Outcomes* for January/May intake majors must be submitted via an approved [PDARF 7](#).
- Refer to the [Editing Majors /Major Structure Review Checklists](#) for instructions

### MODULE LIST MANAGEMENT

<b>MODULE STATUS &amp; TRIMESTER</b>	<b>OPEN 14 FEB – 28 JUNE 2024</b> via <a href="#">Module List Management</a>	<b>01 Jul – 06 Sept 2024</b> Changes via Module Descriptor Change Form  <b>09 Sept 2024 ONWARDS</b> Module Status Changes via your <a href="#">Curriculum College Liaison</a> Trimester changes via <a href="#">Exemption Request</a>	
<b>MODULE PLACES</b>	<b>OPEN 14 FEB – 26 JULY 2024</b> via <a href="#">Module List Management</a>	<b>29 JULY 2024 ONWARDS</b> Email <a href="mailto:systems.data@ucd.ie">systems.data@ucd.ie</a> for all module trimesters	<b>OPEN 21 Nov - 23 Dec 2024</b> <b>Spring/Summer modules</b>  <b>OPEN 22 Apr - 06 May 2025</b> <b>Summer modules</b>
<b>MODULE COORDINATOR</b>	<b>OPEN ALL YEAR</b> via <a href="#">Module List Management</a>		

- [School/College-level](#) access is required to edit module information outlined above
- [New Module Requests](#) can be submitted all year round by staff with school/college-level access
- An [Exemption](#) will be required to update the module trimester from **09 September** onwards
- Email your [Curriculum College Liaison](#) or [curriculum@ucd.ie](mailto:curriculum@ucd.ie) to change the module status from **09 September** onwards
- Refer to the [Module List Management](#) guide for instructions on how to make changes
- For further assistance, contact your [Curriculum College Liaison](#) or [curriculum@ucd.ie](mailto:curriculum@ucd.ie).